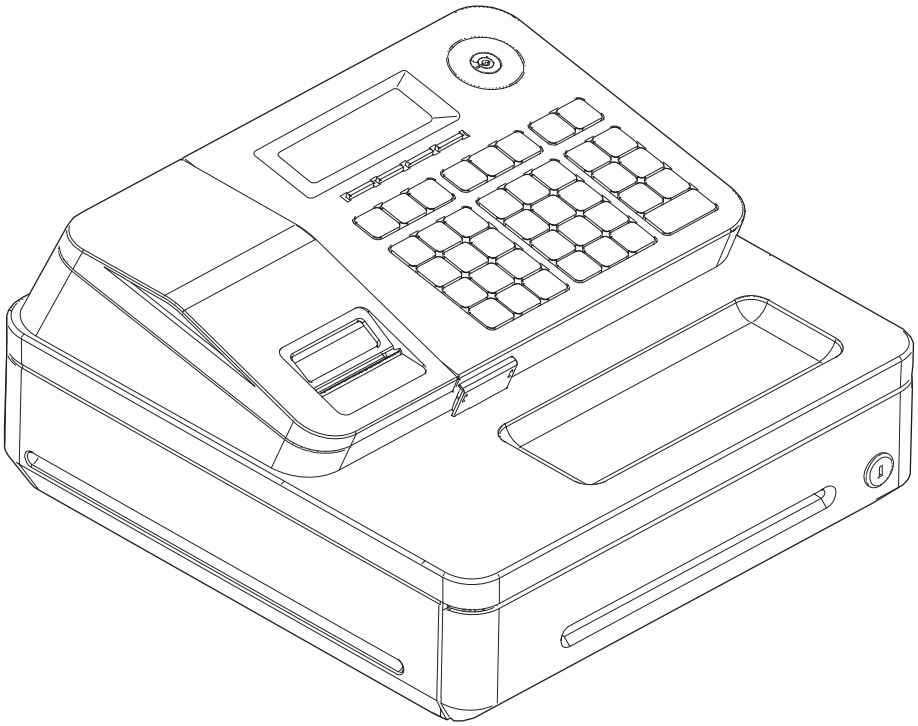
CASIO

User's Manual

SE-S100

Electronic Cash Register



(S size drawer)

Introduction

Thank you very much for purchasing this CASIO electronic Cash Register. START-UP is QUICK and EASY!

For the basic settings of your Cash Register, please see “Quick Start Guide”.

Original Carton/Package

If for any reason, this product is to be returned to the store where purchased, it must be packed in the original carton/package.

Location

Locate the Cash register on a flat, stable surface, away from heaters or areas exposed to direct sunlight, humidity or dust.

Power Supply

Your Cash Register is designed to operate on standard household current (120 V, 220 V, 230 V, 240 V; 50/60 Hz). Do not overload the outlet by plugging in too many appliances.

Cleaning

Clean the Cash Register exterior with a soft cloth which has been moistened with a solution of a mild neutral detergent and water, and wrung out. Be sure that the cloth is thoroughly wrung out to avoid damage to the printer. Never use paint thinner, benzene, or other volatile solvents.

The mains plug on this equipment must be used to disconnect mains power. Please ensure that the socket outlet is installed near the equipment and shall be easily accessible.

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To use the Cash Register safely

- Congratulations upon your selection of this CASIO product. Be sure to read the following safety precautions before using it for the first time. After reading this guide, keep it close at hand for easy reference.
- Please pay due attention to the following symbols to help you use the product safely and properly and to avoid any personal injury or damage to the product.

⚠**Danger**	If this symbol is ignored and the product consequently misused, it can result in serious personal injury and/or death.
⚠**Warning**	If this symbol is ignored and the product consequently misused, it may result in serious personal injury and/or death.
⚠**Caution**	If this symbol is ignored and the product consequently misused, it may result in personal injury and/or property damage.

The figures in this manual have the following meanings.

	This symbol means be careful = a warning. The example at left is a warning about an electrical shock.
	This symbol indicates something you must not do = prohibited action. The example at left means never disassemble the product.
	This symbol indicates something you must do = an instruction. The example at left indicates you should unplug the product from the outlet. Please note that instructions that are difficult to express by a figure are indicated by ❗.

⚠Danger

If liquid that leaked from a battery gets in your eye, on your skin or clothes, deal with it immediately as follows.

1. Immediately rinse it off with lots of water.
2. Immediately get medical treatment.
   Failing to act may result in a rash or loss of sight.

⚠Warning

Handling the register

- Should the register malfunction, start to emit smoke or a strange odor, or otherwise behave abnormally, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of fire and electric shock. Contact CASIO service representative.

⚠Warning

- Do not place containers of liquids near the register and do not allow any foreign matter to get into it. Should water or other foreign matter get into the register, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of short circuit, fire and electric shock. Contact CASIO service representative.
- Should you drop the register and damage it, immediately shut down the power and unplug the AC plug from the power outlet. Continued use creates the danger of short circuit, fire and electric shock.
- Attempting to repair the register yourself is extremely dangerous. Contact CASIO service representative.
- Never try to take the register apart or modify it in any way. High-voltage components inside the register create the danger of fire and electric shock. Contact CASIO service representative for all repair and maintenance.

Power plug and AC outlet

- Use only a proper AC electric outlet. Use of an outlet with a different voltage from the rating creates the danger of malfunction, fire, and electric shock. Overloading an electric outlet creates the danger of overheating and fire.
- Make sure the power plug is inserted as far as it will go. Loose plugs create the danger of electric shock, overheating, and fire.
- Do not use the register if the plug is damaged. Never connect to a power outlet that is loose.
- Use a dry cloth to periodically wipe off any dust built up on the prongs of the plug. Humidity can cause poor insulation and create the danger of electric shock and fire if dust stays on the prongs.
- Do not allow the power cord or plug to become damaged, and never try to modify them in any way. Continued use of a damaged power cord can cause deterioration of the insulation, exposure of internal wiring, and short circuit, which creates the danger of electric shock and fire. Contact CASIO service representative whenever the power cord or plug requires repair or maintenance.

⚠Caution

- Do not place the register on an unstable or uneven surface. Doing so can cause the register - especially when the drawer is open - to fall, creating the danger of malfunction, fire, and electric shock.

Do not place the register in the following areas.

- Areas where the register will be subject to large amounts of humidity or dust, or directly exposed to hot or cold air.
- Areas exposed to direct sunlight, in a close motor vehicle, or any other area subject to very high temperatures.

The above conditions can cause malfunction, which creates the danger of fire.

- Do not overlay bend the power cord, do not allow it to be caught between desks or other furniture, and never place heavy objects on top of the power cord. Doing so can cause short circuit or breaking of the power cord, creating the danger of fire and electric shock.

⚠Caution

- Be sure to grasp the plug when unplugging the power cord from the wall outlet. Pulling on the cord can damage it, break the wiring, or cause short, creating the danger of fire and electric shock.
- Never touch the plug while your hands are wet. Doing so creates the danger of electric shock. Pulling on the cord can damage it, break the wiring, or cause short, creating the danger of fire and electric shock.
- At least once a year, unplug the power plug and use a dry cloth or vacuum cleaner to clear dust from the area around the prongs of the power plug.

Never use detergent to clean the power cord, especially power plug.

- Keep small parts out of the reach of small children to make sure it is not swallowed accidentally.

Only use the specified batteries.

- Do not disassemble, modify or short-circuit them.
- Do not put them in fire or water or heat them.
- Do not mix new and old batteries or different types of batteries.
- Orient the terminals +- correctly.
- Remove the batteries if the system will not be used for a long time.
- After batteries are spent, dispose of them as per local regulations.
- Do not try to recharge dry cell batteries.

Disposing of batteries:

- Make sure that you dispose of used batteries in accordance with the rules and regulations in your local area.

- Be careful not to cut your finger by the paper cutter.

- The cover or the plastic case for the terminal may discolor or damaged when thinner, gasoline, kerosene, various solvent, grease, any cleaner including them, adhesive, paint, medical agent, cosmetics, etc., are adhered. Please be cautious.

Notice

- Any copying of the contents of this manual, either in part or its entirety without the permission of CASIO COMPUTER CO., LTD is prohibited under copyright laws.
- The contents of this manual and specifications of this unit are subject to change without notice.
- In case the terminal malfunctions or for any question about the contents of this manual, please contact your local CASIO service center or CASIO COMPUTER CO., LTD.
- To prevent losing all your settings and sales data, we strongly recommend that you install the memory protection batteries before you use the Cash Register and replace them at least once a year.

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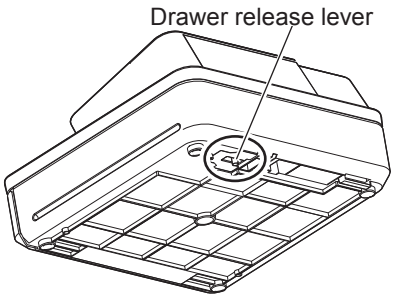
■ When the cash drawer does not open!

In case of power failure or the machine is in malfunction, the cash drawer does not open automatically. Even in these cases, you can open the cash drawer by pulling drawer release lever (see below).



Important

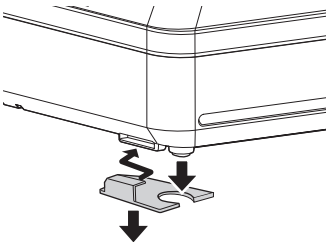
- The drawer will not open, if it is locked with a drawer lock key.

■ About drawer hook

Drawer hook prevents the Cash Register from falling caused by weight of coins.

Insert the drawer hook in the ditch of the drawer. Peel the release paper from the drawer hook and stick the drawer on the place where the register is installed.

As it may cause a malfunction of the drawer, please do not put coins and bills in the drawer excessively.



(S size drawer)

CE

Manufacturer:CASIO COMPUTER CO., LTD.
6-2, Hon-machi 1-chome, Shibuya-ku, Tokyo 151-8543, Japan
Responsible within the European Union:CASIO EUROPE GmbH
CASIO-Platz 1, 22848 Norderstedt, Germany

Please keep all information for future reference.
The declaration of conformity may be consulted at http://world.casio.com/

Laite on liitettävä suojamaadoituskostkettimilla vaurstettuun pistorasiaan
Apparatet må tilkoples jordet stikkontakt
Apparaten skall anslutas till jordat nätuttag.

The main plug on this equipment must be used to disconnect mains power.
Please ensure that the socket outlet is installed near the equipment and shall be easily accessible.

WARNING

This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

This mark applies in EU countries only.

This product is also designed for IT power distribution system with phase-to-phase voltage 230 V.

GUIDELINES LAID DOWN BY FCC RULES FOR USE OF THE UNIT IN THE U.S.A.
(Not applicable to other areas)

WARNING: This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

FCC WARNING: Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

To use the Cash Register's basic function

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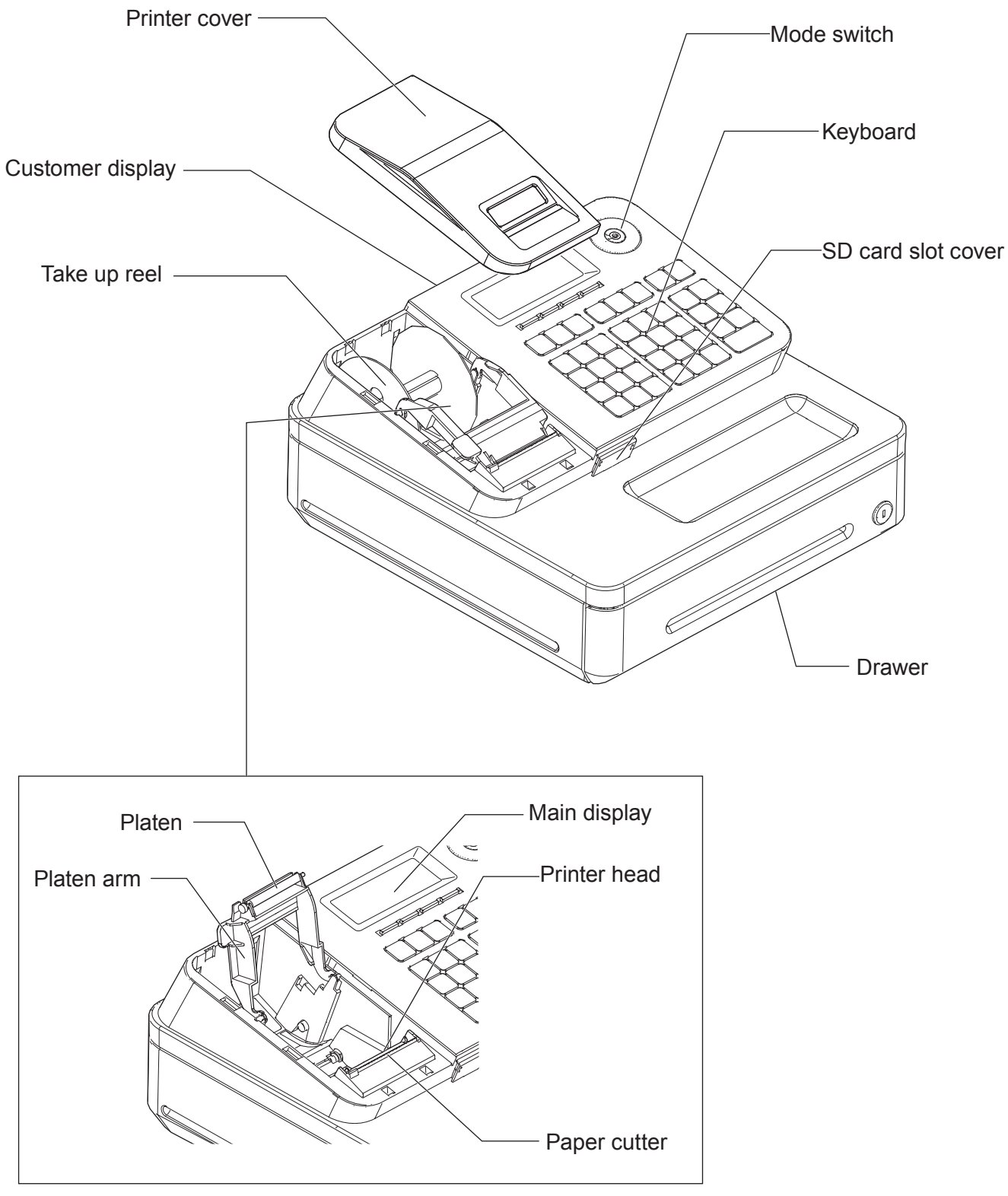
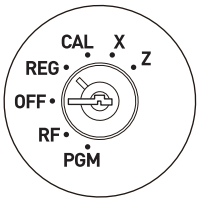
Getting to know your Cash Register

Name of Parts



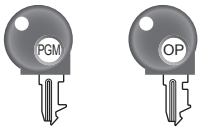
■ Mode switch



Use the mode keys to change the position of the Mode switch and select the mode you want to use.

PGM (Program)
This position is for setting your Cash Register to suit the needs of your store.
RF (Refund)
Use this position for registering returned goods or correcting registered items.
OFF
The Cash Register turns off in this position.
REG (Register)
Use this position for regular registrations.
CAL (Calculation)
Set to this position when you use the Cash Register as a calculator.
X (Read)
Use this position for issuing daily sales totals report without clearing the data.
Z (Reset)
This position is for issuing reports of daily totals with clearing the accumulated totals.

■ Mode keys



There are two types of mode keys. The program key marked "PGM" and the operator key marked "OP". The program key can set the Mode switch to any position, while the operator key can select only OFF, REG, and CAL positions.

	PGM	RF	OFF	REG	CAL	X	Z
OP key	-	-	○	○	○	-	-
PGM key	○	○	○	○	○	○	○

■ Drawer

The drawer opens automatically whenever you finalize a registration and whenever you issue a read or reset report. The drawer will not open if it is locked with the drawer key.

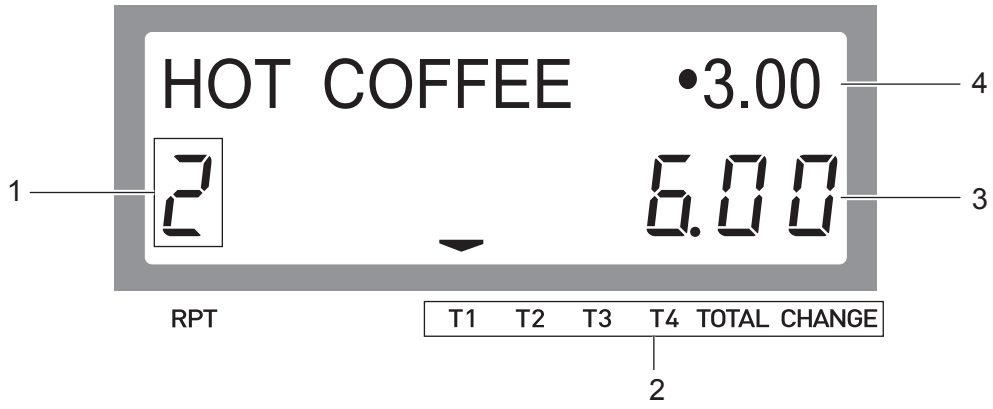
■ Drawer key

Use this key to lock and unlock the drawer.

■ Bill clip plate

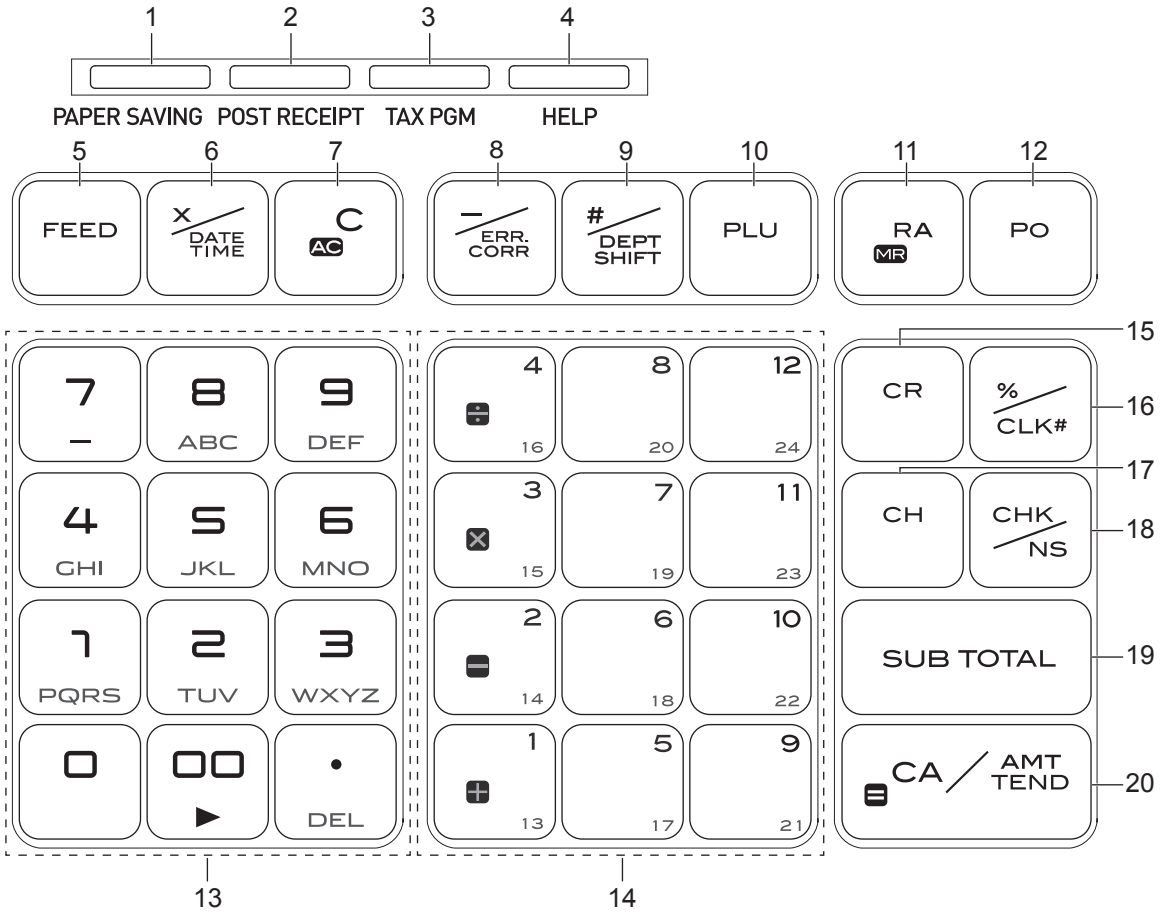
Use this plate for tacking the notes received from customer.

Display



1	Repeat counter	Indicates number of repetition for such case as multiple registration of a same item.
2	Transaction indicator	Indicates the status of the displayed amount such as tax status, total amount, or change amount.
3	7-segment display	Indicates amount.
4	Dot matrix display	Indicates characters such as item names and prices.

Keyboard



1	[PAPER SAVING]	Use this key to stop issuing receipts or compressed journal printing to save paper.
2	[POST RECEIPT]	When the Register is set to not to print receipts, pressing this key prints a receipt of the preceding transaction.
3	[TAX PGM]	Use this key to set tax statuses and tax tables.
4	[HELP]	Use this key to print operation guidance.
5	FEED	Use this key to feed the paper.
6	X DATE TIME	Use this key to show present date and time. Also this key is used for multiplications.
7	AC C	Use this key to clear an entry that has not yet been registered.
8	– ERR CORR	Use this key to correct immediately preceding registration. Also this key is used for reducing price.
9	# DEPT SHIFT	Department shift key. Using this key with departments 1 to 12 keys, items are registered in departments 13 to 24. Also this key prints preceding number entry without any registration.
10	PLU	Price look up key. Use this key to register preset items by number.
11	RA MR	Use this key following a numeric entry to register money received by non-sale transactions.

12	PO	Use this key following a numeric entry to register money paid out from the drawer.
13	0 to 9 · 00	Ten-key. Use these keys for numeral entries.
14	+1 to 12	Department keys. Use these keys to register items to the corresponding department.
15	CR	Use this key for credit card payments.
16	%/CLK#	Use this key for discounts. Also this key is used to sign a clerk on or off.
17	CH	Use this key to register charge sales.
18	CHK/NS	Use this key for check payments. Also this key is used for opening drawer.
19	SUB TOTAL	Use this key to display and print the current subtotal amount.
20	=/CA/AMT TEND	Use this key to register cash sales.

Getting started

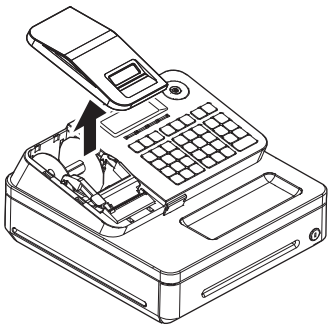
This chapter explains how to set up the Cash Register and get it ready to operate.

To install memory protection batteries

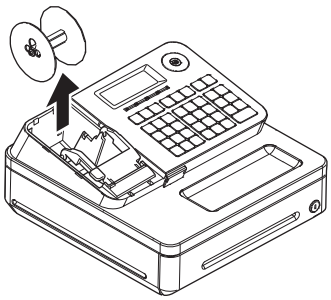
Important

- These batteries protect information stored in your Cash Register's memory when there is a power failure or when you unplug the Cash Register. Be sure to install these batteries first.

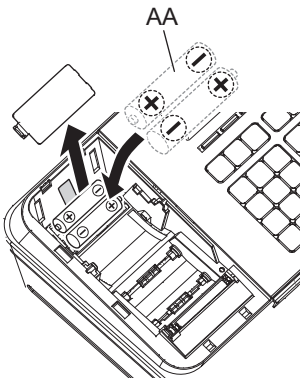
1 Remove the printer cover by lifting it up.



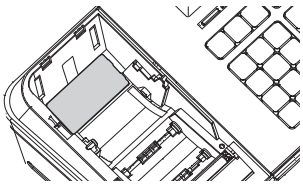
2 Remove the take up reel.



3 Remove the battery compartment cover and install two new "AA" type manganese batteries in the battery compartment over battery extraction ribbon.



4 Replace the battery compartment cover. Please make sure that the battery compartment cover is fastened securely with a click sound.



Important

- Be sure that the plus (+) and minus (-) ends of the batteries are facing in the directions as indicated on the battery compartment.
- The Cash Register will show "LOW BATTERY" on the display when the batteries are running low on power. Install two new batteries when this occurs.

Warning

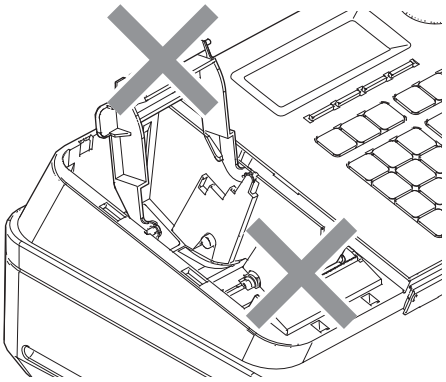
- Never try to recharge the batteries.
- Do not expose batteries to direct heat, let them become shorted or try to take them apart.
- Keep batteries out of the reach of small children. If your child should swallow a battery, consult a physician immediately.
- There is a risk of explosion if the batteries are replaced with improper type.
- Dispose used batteries according to the local rule.

To set a paper roll

This Cash Register is fitted with a thermal printer - only 58 mm wide thermal paper rolls can be used.

Caution (in handling the thermal paper)

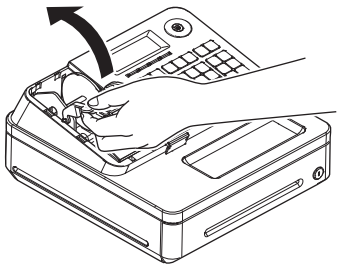
- Never touch the printer head and the platen as they become hot.
- Be careful not to cut your finger with the paper cutter.



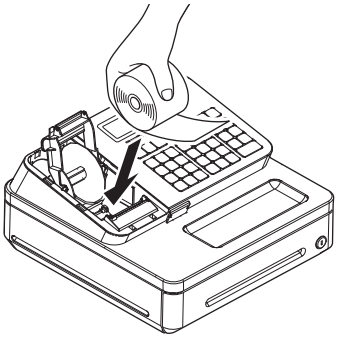
- Unpack the thermal paper just before your use.
- Avoid heat and direct sunlight.
- Avoid dusty and humid places for storage.
- Do not scratch the paper.
- Do not keep the printed paper under the following circumstances.

High humidity and temperature/direct sunlight/contact with glue, thinner or a rubber eraser.

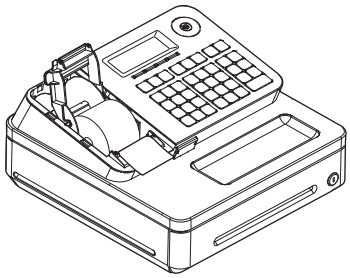
1 Open the platen arm by lifting it up slowly.



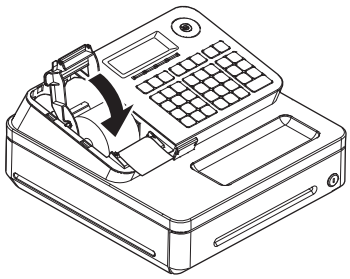
2 Hold the paper roll so that the end of the paper comes out from the bottom of the roll and place it behind the printer.



3 Place the end of the paper over the printer.



4 Close the platen arm slowly until it locks securely.



Important

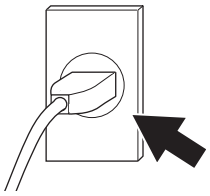
- If the thermal paper roll is not properly installed, you will not be able to use the Cash Register. The display shows "E014 Paper end" to indicate that the paper is not inserted.
- If the display shows "E010 Close the platen arm", close the platen arm securely.

To set the language (country), date, time, and tax rates

Important

- In each setting of date, time and tax rates, the Cash Register prints your settings. Make sure that the settings are correct. If you have made incorrect date and time setting, press [AC C] key . For other incorrect settings, pull out the AC cord, take out batteries, and start from the beginning.
- For UK model, plug in the power cord and start from step 3.

1 Plug in the power socket into a wall outlet. Be sure to check the rating plate on the side of the Cash Register to make sure that its voltage matches that of the power supply in your area.



2 **For UK model, skip this operation and proceed to step 3.**

As soon as you plug in the power cord, the printer prints instructions for selecting language (country). Input the language number and press [= CA/AMT/TEND] key. For example, If you wish to select English, press **0** [= CA/AMT/TEND] keys. For selecting French, press **1** [= CA/AMT/TEND] keys etc.

```
PLEASE CHOOSE THE
LANGUAGE.
  ENGLISH    :0<CA>
  FRANÇAIS   :1<CA>
  ESPAÑOL    :2<CA>
  NEDERLANDS:3<CA>
  DEUTSCH    :4<CA>
  SVENSKA    :5<CA>
  DANSK      :6<CA>
  NORSK      :7<CA>
  SUOMI      :8<CA>
  PORTUGUÊS  :9<CA>

START RETURNING WITH
<C> WHEN CHANGE THE
LANGUAGE BY MISTAKE.
```

3 The printer prints the instructions for setting date and time, the top digit of the display flashes. Enter the date in order of day, month, and year. For example, input 210115 for January 21, 2015.

4 Display changes for setting time. Enter the present hours and minutes in 24 - hour system. For example, 1300 for 1:00 pm.

5 **UK model only**: **For other countries, proceed to step 6.**

The printer prints "PLEASE SELECT COUNTRY". Press **1** [= CA/AMT/TEND] if you use the Cash Register in UK (other area than Ireland). To use the register in Ireland, press **2** [= CA/AMT/TEND] keys. This selection is for selecting the currency symbol print £ or €. After then, proceed to step 6 for tax rates setting.

```
UK              :1<CA>
IRELAND         :2<CA>
```

6 After a few seconds, the printer prints "PLEASE INPUT TAX RATE". Input tax rate 1 and press [= CA/AMT TEND]. For example, press [7] and [= CA/AMT TEND] keys for 7% tax rate 1.

```
PLEASE INPUT TAX RATE.

TAX RATE      :RATE+<CA>
EXIT          :<ST>
```

7 The Cash Register is able to preset four tax rates. Repeat the same operation as step 6 for tax rates 2, 3, and 4. Those rates are used for VAT (Value Added Tax: See below). Please do not forget the rates you have set, and be sure to preset the rates to department explained on "To preset taxable statuses to departments" (page 35). If you wish to exit from the tax rates setting, press [SUB TOTAL] key.

Models for UK, and other countries than Denmark, Norway, and Finland, the basic setups have been completed. If you chose the language DANSK, NORSK, or SUOMI in step 2, proceed to the next step.

8 If you select the language DANSK, NORSK, or SUOMI, the printer inquires if you use the rounding system (treatment of fractions) of your country. Press [1] [= CA/AMT TEND] if you wish to use the rounding system. Press [0] [= CA/AMT TEND] keys when you are not using the rounding system. For example, print on the right is for the case DANSK is selected.

```
DO YOU USE DANISH
ROUNDING ?

USE                :1<CA>
NOT USE            :0<CA>
```

9 Now, you have completed the initial setups of the Cash Register.

VAT

In accordance with the items' importance for daily life, some countries lay different tax rates on items. For example, standard tax rate is 23% and reduced tax rates are 4.8%, 9%, and 13.5% in Ireland as of 2014. Please check the rates for the VAT in your country.
If you wish to set add-on tax system, please see page 70.

Further operations:

• To set tax table (page 70)

Daily job flow

Before opening your store

- Plugged in? (page 18)
- Enough paper roll? (pages 16 and 17)
- Date and time are correct? (page 21)
- Prepared enough bills and coins for changes? (page 22)

While the store is open

- Registrations (page 23)
- Issuing latest total sales report if needed (page 42)

After closing the store

- Issuing day's total sales report (page 42)
- Withdraw the money from the drawer.
  After you withdraw all the money from the drawer, we recommend that you leave the drawer open when you leave your store.
- Turn the Mode switch to OFF.

Before opening your store

Checking the time and date

You can check the time or date on the display whenever there is no registration being made.

Step	Operation	Display
1 Press [DATE TIME] key to show the date and time on the display.	[DATE TIME]	21-01-2015 (WED) 11-27
2 Press [AC C] key to clear the date/time display.	[AC C]	

RPT T1 T2 T3 T4 TOTAL CHANGE

Setting date and time

To change date and time, perform the following operations.

Step	Operation
1 Turn the Mode switch to PGM position.	
2 Input the date and time from ten key pad and press [DATE TIME] key in order of DDMMYY. The example on the right is for January 21, 2015.	2 1 0 1 1 5 [DATE TIME]
3 Press [AC C] key.	[AC C]
4 Input the present time in 24-hour system. For example, 1300 for 1:00 PM. After then press [DATE TIME] key.	1 3 0 0 [DATE TIME]
5 Press [AC C] key.	[AC C]

Preparing bills and coins for change

Use [RA/MR] key to open the drawer and store prepared bills and coins for changes in the drawer.

NOTE You can also use [CHK/NS] key to open the drawer however, the amount of prepared money for change is not stored in the Cash Register's memory, and cash amount in drawer is miscalculated on the sales reports.

Step	Operation	Printout
1 Input the amount prepared for changes and press [RA/MR] key. The example on the right is for preparing •350.50.	3 5 0 5 0 [RA/MR]	YOUR RECEIPT THANK YOU CALL AGAIN 21-01-2015 09:30 REG 000002 RA ·350.50
2 Put the money prepared for changes in the drawer and close the drawer.		

Registering items

The following examples show how you can use the department keys in various types of registrations. Departments are used for categorizing items. For example, department 01 for vegetables, department 02 for fruits, and department 03 for canned foods etc.

Simple registration

■ Paying the exact amount

Sample Operation

Item	Unit Price	•1.00	One Dept. 01 item priced •1.00 is sold, and the customer paid the exact amount in cash.
	Quantity	1	
	Dept.	01	
Payment	Cash	•1.00	

Step	Operation	Printout
1 Enter the unit price.	1 00	
2 Press corresponding Dept. key. In this example, Dept. 01.	+ 1	
3 Press = CA/AMT TEND key.	= CA/AMT TEND	

```
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21-01-2015          09:45
REG                 000004

DEPT01              ·1.00
CASH              - 1.00
```

Further operations:

- To preset prices to departments (page 36)
- To preset item names to departments (pages 37 and 49)
- To register single item by single operation (pages 58 and 59)
- To preset tax statuses to departments (page 35)

■ Registration with change calculation

Sample Operation

Item	Unit Price	•12.34	One item priced at •12.34 is sold and the customer paid more than the total amount (•20.00).
	Quantity	1	
	Dept.	01	
Payment	Cash	•20.00	

Step	Operation	Printout and Display
1 Enter the unit price.	1 2 3 4	
2 Press corresponding department key.	+ 1	
3 Press SUB TOTAL key. The total amount of the item is shown on the display.	SUB TOTAL	
4 Enter the tendered amount then press = CA/AMT TEND key. The display shows the amount of change.	2 0 00 = CA/AMT TEND	

```
      YOUR RECEIPT
       THANK YOU
       CALL AGAIN

21-01-2015          09:50
REG                 000005

DEPT01              ·12.34
TOTAL             - 12.34
CASH                ·20.00
CHANGE               ·7.66
```

To register multiple items of the same price

■ Registering multiple items of the same price

Sample Operation

Item 1	Unit Price	•1.50	Three items of Dept. 01 priced at •1.50 and a dozen of •1.00 items of the same Dept. are sold, and the customer paid •20.00 in cash.
	Quantity	3	
	Dept.	01	
Item 2	Unit Price	•1.00	
	Quantity	12	
	Dept.	01	
Payment	Cash	•20.00	

Step	Operation
1 Enter the unit price of item 1.	1 5 0
2 Press corresponding department key repeatedly for the purchased quantity.	+1 +1 +1
3 Enter the quantity then press ×/DATE TIME key.	1 2 ×/DATE TIME
4 Enter the unit price and press corresponding Dept. key.	1 00 +1
5 Press SUB TOTAL key. Display shows the total amount.	SUB TOTAL
6 Enter the tendered amount then press =/CA/AMT/TEND key. The display shows the amount of change.	2 0 00 =/CA/AMT/TEND

Printout

```
21-01-2015          10:20
REG                 000007

DEPT01               ·1.50
DEPT01               ·1.50
DEPT01               ·1.50
      12 X       @1.00
DEPT01              ·12.00
TOTAL           - 16.50
CASH                ·20.00
CHANGE               ·3.50
```

■ Department shift

Using #/DEPT SHIFT key, you can register items in Dept. 13 through 24. To register items in Dept. 13 through 24, operate #/DEPT SHIFT key and <unit price> then Dept. key (+1 for Dept. 13 through 12 for Dept. 24).

Sample Operation

Item	Unit Price	•1.00	Registering one piece of •1.00 item of Dept. 20. Dept. 20 is assigned by #/DEPT SHIFT and 8 keys.
	Quantity	1	
	Dept.	20	
Payment	Cash	•1.00	

Step	Operation
1 Press #/DEPT SHIFT key then enter the unit price.	#/DEPT SHIFT 1 00
2 Press 8 key. •1.00 item is registered in Dept.20.	8
3 Press =/CA/AMT/TEND key to finalize the transaction.	=/CA/AMT/TEND

Printout

```
21-01-2015          10:50
REG                 000011

DEPT20               ·1.00
CASH            - 1.00
```

Various payments

Instead of [= CA/AMT TEND], you can use [CH], [CR] or [CHK /NS] keys for charge, credit card or check payments.

■ Other payments than cash

Sample Operation

Item	Unit Price	•10.00	One Dept. 01 item priced •10.00 is sold and the customer paid by check.
	Quantity	1	
	Dept.	01	
Payment	Check	•10.00	

Step	Operation
1 Enter the unit price.	1 0 00
2 Press corresponding Dept. key.	+ 1
3 Press [CHK /NS] key.	CHK /NS

Printout

```
21-01-2015          11:10
REG                 000012

DEPT01              ·10.00
CHECK             - 10.00
```

NOTE Instead of [CHK /NS] key, use [CH] or [CR] keys for charge or credit card payments.

■ Split payment

You can register mixed payment of cash, charge, check, and credit card.

Sample Operation

Item	Unit Price	•25.50	One Dept. 01 item priced •25.50 is sold, and the customer paid •10.00 in cash and the rest (•15.50) by credit card.
	Quantity	1	
	Dept.	01	
Payment	Cash	•10.00	
	Card	•15.50	

Step	Operation
1 Enter the unit price.	2 5 5 0
2 Press corresponding Dept. key.	+ 1
3 Input cash amount and press [= CA/AMT TEND] key. The display shows the balance.	1 0 00 [= CA/AMT TEND]
4 Press [CR] key. The balance is registered as credit card payment.	CR

Printout

```
21-01-2015          13:30
REG                 000013

DEPT01              ·25.50
TOTAL             - 25.50
CASH                ·10.00
CREDIT              ·15.50
```

Discount

■ Discount on items

Sample Operation

Item 1	•10.00 (5% discount)	1 piece	Dept. 01	Five percent discount is given to a •10.00 item.
Item 2	•20.00 (no discount)	1 piece	Dept. 02	
Payment	•30.00 in cash			

Step	Operation	Printout
1 Enter the unit price of item 1, and press corresponding Dept. key.	1 0 00 +1	
2 Input the discount rate from ten key pad, and press %/CLK# key. The discounted amount of the item is shown on the display.	5 %/CLK#	
3 Register item 2.	2 0 00 -2	
4 Enter the tendered amount then press =/CA/AMT/TEND key.	3 0 00 =/CA/AMT/TEND	

```
21-01-2015          15:25
REG                 000021

DEPT01              ·10.00
 5%
%-                  -0.50
DEPT02              ·20.00
TOTAL             -29.50
CASH                ·30.00
CHANGE              ·0.50
```

Further operation:

• To preset discount rate (page 34)

■ Discount on total amount

Sample Operation

Item 1	•10.00	1 piece	Dept. 01	•10.00 and •20.00 items are sold, and 5% discount is given on the total amount.
Item 2	•20.00	1 piece	Dept. 02	
Total	•30.00 (5% discount)			
Payment	•30.00 in cash			

Step	Operation	Printout
1 Register item 1.	1 0 00 +1	
2 Register item 2.	2 0 00 -2	
3 Press SUB TOTAL key.	SUB TOTAL	
4 Input the percent rate from ten key pad, and press %/CLK# key. The discounted total amount is shown on the display.	5 %/CLK#	
5 Enter the tendered amount then press =/CA/AMT/TEND key.	3 0 00 =/CA/AMT/TEND	

```
21-01-2015          16:10
REG                 000023

DEPT01              ·10.00
DEPT02              ·20.00
ST                  ·30.00
 5%
%-                  -1.50
TOTAL             -28.50
CASH                ·30.00
CHANGE              ·1.50
```

Price reduction

Sample Operation

Item 1	•10.00 (reduce •0.05)	1 piece	Dept. 01	Reducing •0.05 from item 1 unit price.
Item 2	•20.00 (no reduction)	1 piece	Dept. 02	
Payment	•30.00 in cash			

Step	Operation	Printout
1 Register item 1.	1 0 00 +1	
2 Input reduction price (•0.05 in this case) and press −/ERR CORR key.	5 −/ERR CORR	
3 Register item 2.	2 0 00 -2	
4 Press SUB TOTAL key.	SUB TOTAL	
5 Enter the tendered amount then press =/CA/AMT TEND key.	3 0 00 =/CA/AMT TEND	

```
21-01-2015          16:20
REG                 000025

DEPT01              ·10.00
-                   -0.05
DEPT02              ·20.00
TOTAL             ·29.95
CASH                ·30.00
CHANGE              ·0.05
```

Refund

When a customer returned a goods for refund, use this feature. You can also use this feature for deposited bottle return.

Sample Operation

Returned Item 1	•10.00	1 piece	Dept. 01	A customer returned one •10.00 item (Dept. 01) and five bottles (Dept. 12) for refund.
Returned bottle	•0.10	5 piece	Dept. 12	

Step	Operation	Printout
1 Turn the Mode switch to RF position.		21-01-2015 18:40 RF 000003 DEPT01 ·10.00 5 X @0.10 DEPT12 ·0.50 CASH - 10.50
2 Enter the price of the returned goods and press corresponding Dept. key.	1 0 00 +1	
3 Register the second item.	5 ×/DATE TIME 1 0 12	
4 Press SUB TOTAL key. The amount of the refund will be shown on the display.	SUB TOTAL	
5 Press =/CA/AMT TEND key.	=/CA/AMT TEND	

To print reference numbers

As a memorandum, you can print a reference number on the receipt. You can use this feature in REG or RF modes.

Sample Operation

Reference number	12345			Printing "12345" as a note on the receipt.
Item 1	•25.00	1 piece	Dept. 02	

Step	Operation	Printout
1 Input a reference number from ten key pad, and press [#/DEPT SHIFT] key.	1 2 3 4 5 [#/DEPT SHIFT]	
2 Register item 1.	2 5 00 [-2]	
3 Finalize the transaction.	[=/CA/AMT TEND]	

```
#                    12345

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21-01-2015          10:35
REG                 000009

DEPT02              ·25.00
CASH               -25.00
```

Corrections

To correct erroneous item input before registration

When you made incorrect input before you register it in a department, you can correct it by using AC C key.

Sample Operation

Item	Unit Price	•1.00	By mistake, you have entered •4.00 instead of •1.00 for a Dept. 01 item.
	Quantity	1	
	Dept.	01	
Payment	Cash	•1.00	

Step	Operation
1 By mistake, you have entered •4.00 for •1.00 item.	4 00
2 Press AC C key to cancel the wrong entry.	AC C
3 Input the correct unit price. Press Dept. key.	1 00 +1
4 Finalize the transaction.	= CA/AMT/TEND

Printout

```
YOUR RECEIPT
THANK YOU
CALL AGAIN

21-01-2015          09:45
REG                 000004

DEPT01              ·1.00
CASH              - 1.00
```

Erroneous input is not printed on the receipt.

To correct erroneous item input immediately after registration

If an item has been already registered in a Dept., use [ERR CORR] key to cancel the registration. This correction is effective just after a registration.

Sample Operation

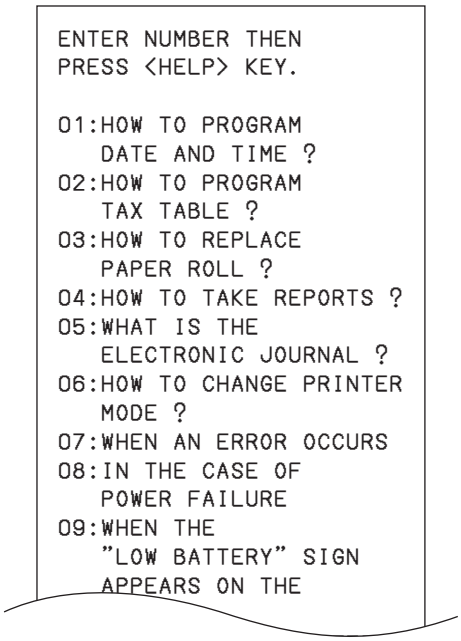
Item	Unit Price	•2.50	By mistake, you have pressed a Dept. key twice for one item.
	Quantity	1	
	Dept.	03	
Payment	Cash	•2.50	

Step	Operation	Printout
1 Entering a unit price.	2 5 0	21-01-2015 18:20 REG 000028 DEPT03 ·2.50 DEPT03 ·2.50 ERR CORR -2.50 CASH -2.50
2 By mistake, you have hit a Dept. key twice.	[×3] [×3]	
3 Press [ERR CORR] key to cancel the preceding registration (the last [×3] key).	[ERR CORR]	
4 Finalize the transaction.	[=/CA/AMT TEND]	

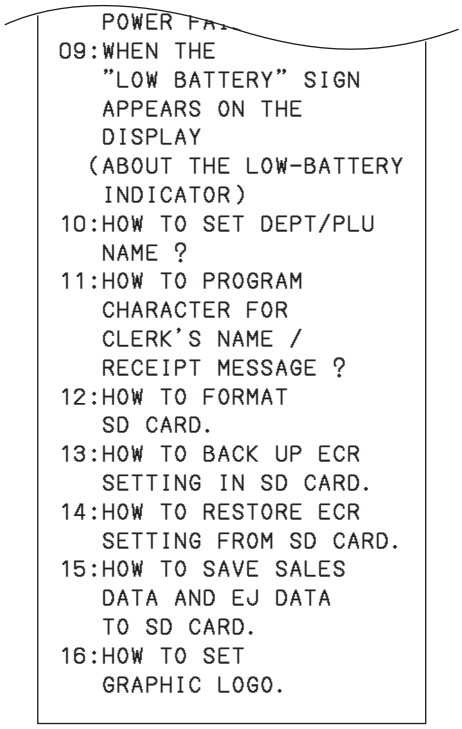
Basic setups and operations

About HELP guidance

In any Mode switch position, pressing HELP key prints a guide menu shown below.



```
ENTER NUMBER THEN
PRESS <HELP> KEY.

01:HOW TO PROGRAM
   DATE AND TIME ?
02:HOW TO PROGRAM
   TAX TABLE ?
03:HOW TO REPLACE
   PAPER ROLL ?
04:HOW TO TAKE REPORTS ?
05:WHAT IS THE
   ELECTRONIC JOURNAL ?
06:HOW TO CHANGE PRINTER
   MODE ?
07:WHEN AN ERROR OCCURS
08:IN THE CASE OF
   POWER FAILURE
09:WHEN THE
   "LOW BATTERY" SIGN
   APPEARS ON THE
```



```
   POWER FA...
09:WHEN THE
   "LOW BATTERY" SIGN
   APPEARS ON THE
   DISPLAY
  (ABOUT THE LOW-BATTERY
   INDICATOR)
10:HOW TO SET DEPT/PLU
   NAME ?
11:HOW TO PROGRAM
   CHARACTER FOR
   CLERK'S NAME /
   RECEIPT MESSAGE ?
12:HOW TO FORMAT
   SD CARD.
13:HOW TO BACK UP ECR
   SETTING IN SD CARD.
14:HOW TO RESTORE ECR
   SETTING FROM SD CARD.
15:HOW TO SAVE SALES
   DATA AND EJ DATA
   TO SD CARD.
16:HOW TO SET
   GRAPHIC LOGO.
```

Enter the guidance number and press HELP key. The printer prints the guidance what to be done. For example, enter 0 2 and press HELP key to print the guidance for programming tax table.

To preset discount rate to [%/CLK#] key

Presetting discount rate makes discount calculations quick and easy.

■Presetting discount rate

Sample Operation

Discount rate	10.5%	Presetting 10.5% to [%/CLK#] key.

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press [1] and [SUB TOTAL] keys. Now, the Cash Register is in the setup mode.	[1] [SUB TOTAL]	21-01-2015 14:30 P01 000013 %- 10.5%
2 Enter the discount rate. You can set 2-digit integer and 2-digit decimal.	[1] [0] [·] [5]	
3 Press [%/CLK#] key.	[%/CLK#]	
4 Press [SUB TOTAL] key to complete the setting.	[SUB TOTAL]	

■Registering an item with preset discount rate

Sample Operation

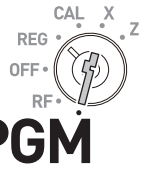
Item 1	•10.00 (preset 10.5% discount)	1 piece	Dept. 01	Discounting 10.5% (preset) on item 1.
Item 2	•20.00 (no discount)	1 piece	Dept. 02	
Payment	•30.00 in cash			

Step	Operation	Printout
1 Turn the Mode switch to REG position. Enter the unit price of item 1, and press corresponding Dept. key.	[1] [0] [00] [+1]	21-01-2015 18:30 REG 000030 DEPT01 ·10.00 10.5% %- -1.05 DEPT02 ·20.00 TOTAL ·28.95 CASH ·30.00 CHANGE ·1.05
2 Press [%/CLK#] key. The item 1 is registered with preset discount rate.	[%/CLK#]	
3 Register item 2.	[2] [0] [00] [-2]	
4 Press [SUB TOTAL] key.	[SUB TOTAL]	
5 Enter the tendered amount then press [=/CA/AMT TEND] key.	[3] [0] [00] [=/CA/AMT TEND]	

NOTE If you press [%/CLK#] after [SUB TOTAL] key, discount is given to the total amount with preset rate.

To preset taxable statuses to departments

By presetting taxable statuses to departments, the Cash Register performs tax calculations with the rate you have set on pages 18 and 19 "To set the language (country), date, time, and tax rates".



NOTE Please note that the tax statuses you set to the departments are for inclusive tax (add-in tax). Tax amount is not printed on receipts but you can see it on X or Z reports. To set tax exclusive (add-on tax) status, see page 70.

■ Presetting taxable statuses to departments

Sample Operation

Tax status	Dept. 05	Tax status 2 (8%)	Presetting tax status 2 (8%) to Dept. 05 and tax status 3 (10%) to Dept. 06. Eight and ten percent tax rates have been set in "To set the language (country), date, time, and tax rates" on pages 18 and 19 as an example.
	Dept. 06	Tax status 3 (10%)	

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Now, the Cash Register is in the setup mode.	1 SUB TOTAL	21-01-2015 16:10 P01 000018 DEPT05 T2 DEPT06 T3
2 Pressing TAX PGM key repeatedly changes the tax status indication as; T/S1 → T/S2 → T/S3 → T/S4 → ALL → NON TAX. Select the tax status you wish to set. In this example, T/S2.	TAX PGM TAX PGM	
3 Press corresponding Dept. key. In this example, Dept. 05. If you wish to set the same tax status to another department, press the Dept. key consecutively.	5	
4 Press TAX PGM key again. The tax status indication changes to the next status (in this example, T/S3). After then, press corresponding Dept. key.	TAX PGM 6	
5 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

NOTE
- Taxable amounts and tax amounts for each tax status are aggregated and printed on X or Z reports. See pages 42 and 43.
- To check departments' preset tax statuses, please refer to "To check settings (other than PLU)" on page 71.

To preset unit price to each department

■ Presetting unit prices to departments

You can preset a unit price to corresponding department to make registrations quick and easy.

Sample Operation

Preset price	Dept. 02	•3.50	Presetting •3.50 to Dept. 02 and •5.25 to Dept. 03.
	Dept. 03	•5.25	

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Now, the Cash Register is in the setup mode.	1 SUB TOTAL	21-01-2015 16:15 P01 000020 DEPT02 #02 @3.50 DEPT03 #03 @5.25
2 Input the unit price and the Dept. key you wish to preset to. The example on the right is for presetting •3.50 to Dept. 02.	3 5 0 -2	
3 Perform the same operation for other Depts.	5 2 5 ×3	
4 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

■ Registering items with preset prices

By presetting unit prices to departments, you can register items just by pressing Dept. keys.

Sample Operation

Item	Unit Price	•3.50 (preset)	•5.25 (preset)	Registering preset priced items.
	Quantity	1	1	
	Dept.	02	03	
Payment	Cash			

Step	Operation	Printout
1 Turn the Mode switch to REG position and just press corresponding Dept. keys. Items with preset prices have been registered.	-2 ×3	21-01-2015 15:10 REG 000017 DEPT02 ·3.50 DEPT03 ·5.25 CASH -8.75
2 Finalize the transaction.	= CA/AMT/TEND	

NOTE If you enter unit price by ten key prior to the Dept. key, the preset price becomes ineffective, and entered price is registered.

To preset item names to departments

By presetting item names to departments, the names are printed on a receipt. You can choose an item name from 200 item list.

■ Programming item names to departments

Sample Operation

Item	Dept. 07	MAGAZINE	Presetting "MAGAZINE" to Dept. 07 and "BOOK" to Dept. 08.
	Dept. 08	BOOK	

Step	Operation
1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys. The Cash Register becomes program mode .	2 SUB TOTAL
2 Press 1 0 and HELP keys. Printer prints the category list.	1 0 HELP
3 Enter the category number (in this example, 210: BOOK, STATIONERY) and press HELP key. Printer prints the item code list of the category.	2 1 0 HELP
4 Enter the item code, in this example, 040 for MAGAZINE and press corresponding Dept. key.	0 4 0 7
5 Enter the item code for the next item (in this example, 044 for BOOK) and press corresponding Dept. key.	0 4 4 8
6 Press SUB TOTAL key to complete the setting. If you wish to set an item name of another category, repeat from step 3.	SUB TOTAL

Printout

Category list

```
110:ARTICLE SALE
210:BOOK, STATIONERY
310:ELECTRONIC GOODS
410:DRESSING
510:SERVICE
610:PHARMACY
710:FOODSTUFFS
810:MEAL
910:OTHERS

ENTER XXX AND PRESS
<HELP> TO SEE DEPT/PLU
NAME.
```

Item code

```
210:BOOK, STATIONERY

036 : CD
037 : DVD
038 : ALBUM
039 : COMIC
040 : MAGAZINE
041 : GUIDE
042 : SUPPLIES
043 : HOBBY
044 : BOOK
045 : NEWSPAPE
046 : STATIONE
047 : LITERARY
048 : PAPERBAC
049 : DICTIONA
050 : CALCULAT
051 : MAP
```

■ Registering items with preset names

The item names programmed by the above procedures are printed on receipts.

Sample Operation

Item	Dept.	Unit Price	Quantity	Preset item name	Registering Dept. 07 (preset as MAGAZINE) and Dept. 08 (BOOK) items.
	07	•8.75	1	MAGAZINE	
	08	•15.50	1	BOOK	

Step	Operation	Printout
1 Turn the Mode switch to REG position. Enter the unit price and press corresponding Dept. key. If a preset price is programmed to the Dept. key, just press the Dept. key.	8 7 5 7	21-01-2015 15:15 REG 000020 MAGAZINE ·8.75 BOOK ·15.50 CASH -24.25
2 Register the other item.	1 5 5 0 8	
3 Finalize the transaction. The item names, MAGAZINE, and BOOK will be printed on the receipt.	= CA/AMT TEND	

To preset PLUs

Apart from departments, you can preset unit prices and item names by using PLU (Price Look Up) feature. You can preset prices and names for up to 2000 PLU items.

■Presetting unit prices to PLUs

Sample Operation

	PLU No.	Unit Price	
PLU item	5	•8.50	Presetting •8.50 to PLU 5 and •14.00 to PLU 123.
	123	•14.00	

Step	Operation
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys. Now, the Cash Register is in the setup mode.	1 SUB TOTAL
2 Input a PLU number and press PLU key.	5 PLU
3 Enter the unit price and press = CA/AMT TEND key.	8 5 0 = CA/AMT TEND
4 Perform the same operation for the next PLU item.	1 2 3 PLU 1 4 00 = CA/AMT TEND
5 Press SUB TOTAL key to complete the setting.	SUB TOTAL

Printout

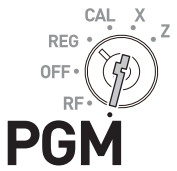
```
21-01-2015          14:00
P01                 000007

PLU0005             #0005
                    @8.50
PLU0123             #0123
                    @14.00
```

Further operation:

• To link a PLU item to a department (page 55)

■ Naming PLU items

From 200 item name list, you can preset item names to PLU items.



Sample Operation

	PLU No.	Item name	Item name No.	
PLU item	5	UMBRELLA	061	Presetting PLU No.5 as UMBRELLA and PLU No.123 as SHIRT.
	123	SHIRT	077	

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to set the Register in the program mode.	2 SUB TOTAL	21-01-2015 13:15 P02 000008 UMBRELLA #0005 SHIRT #0123
2 Input the PLU number (in this case 5) and press PLU key.	5 PLU	
3 Press ERR CORR key.	ERR CORR	
4 Input the item name code (in this case 061: UMBRELLA) and press = CA/AMT TEND. You can refer item name codes by the printout using HELP key (see page 37).	0 6 1 = CA/AMT TEND	
5 Repeat steps 2 through 4 for the next PLU item (in this example, PLU 123, item name code 077: SHIRT).	1 2 3 PLU ERR CORR 0 7 7 = CA/AMT TEND	
6 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

■ Registering PLU items

By entering a PLU number, preset unit price is automatically registered with preset name.

Sample Operation

PLU item	PLU No.	Preset unit price	Quantity	Item name	Registering two of PLU 5 items (UMBRELLA, •8.50) and one PLU 123 item (SHIRT, •14.00).
	5	•8.50	2	UMBRELLA	
	123	•14.00	1	SHIRT	
Payment	Cash	•50.00			

Step	Operation	Printout
1 Turn the Mode switch to REG position. Input the PLU number (5 in this case) and press [PLU] key twice (for two pieces).	5 [PLU] [PLU]	
2 Enter the PLU number of the next item, and press [PLU] key.	1 2 3 [PLU]	
3 Press [SUB TOTAL] key.	[SUB TOTAL]	
4 Input the tendered amount and press [= CA/AMT TEND] key to finalize the transaction.	5 0 00 [= CA/AMT TEND]	21-01-2015 14:45 REG 000016 UMBRELLA ·8.50 UMBRELLA ·8.50 SHIRT ·14.00 TOTAL ·31.00 CASH ·50.00 CHANGE ·19.00

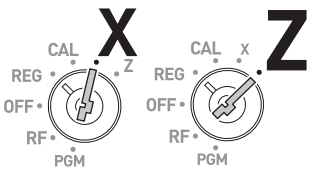
NOTE

- If PLU name is not preset, PLU number is printed instead of an item name.
- If unit price is not preset, the Cash Register emits an error sound when the PLU number is assigned.

Daily sales reports

To print sales reports

At the end or middle of the business day, you can print categorized and summarized sales results of the day. Z report clears all the sales data whereas the data remains in memory by X report output.



NOTE

- Please do not perform the Reset report (Z) printing while your store is open. It clears all the sales data.
- Items that transactions have not been made will not be printed on the report.

■ Daily sales report

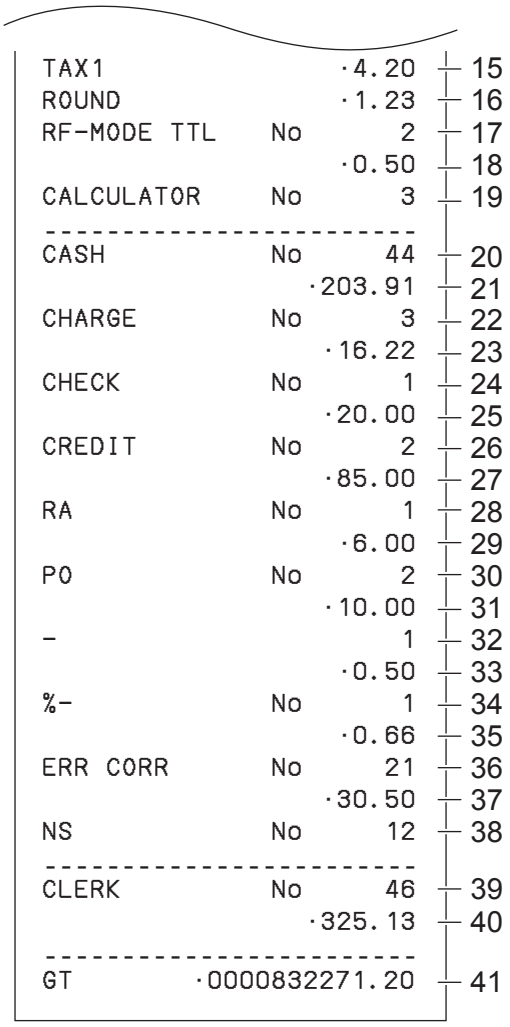
Step	Operation

1 Turn the Mode switch to X or Z position.

2 Press [= CA/AMT TEND] key. The printer prints the sales report. [= CA/AMT TEND]

```
21-01-2015          19:25   1
Z                  000073   2

0000 DAILY         Z 0012   3

DEPT01                 48   4
                   ·50.10   5
DEPT02                 28
                   ·76.40
DEPT03                 17
                   ·85.80
DEPT20                  4
                    ·3.00
------------------------
GROSS TOTAL           108   6
                  ·316.80   7
NET TOTAL      No      46   8
                  ·325.13   9
CAID              ·199.91  10
CHID               ·16.22  11
CKID               ·20.00  12
CRID               ·85.00  13
TA1               ·105.10  14
```

1 Date/time
2 Consecutive No.
3 Z report counter
4 Dept. /Quantity
5 Amount
6 Gross sales quantity
7 Gross sales amount
8 No. of net sales
9 Net sales amount
10 Cash in drawer
11 Charge in drawer
12 Check in drawer
13 Credit in drawer
14 Taxable amount for tax rate 1



15 Tax amount for tax rate 1
16 Rounded amount
17 Refunded mode counter
18 Refunded amount
19 No. of CAL operation
20 No. of cash sales
21 Cash sales amount
22 Charge sales counter
23 Charge sales amount
24 Check sales counter
25 Check sales amount
26 Credit sales counter
27 Credit sales amount
28 Received on account counter
29 Received on account amount
30 Paid-out counter
31 Paid-out amount
32 Reduced counter
33 Reduced amount
34 Premium/Discount counter
35 Premium/Discount amount
36 Error correction counter
37 Error correction amount
38 No sale counter
39 No. of clerk 01 transactions
40 Clerk 01 sales amount
41 Grand total (not resettable)

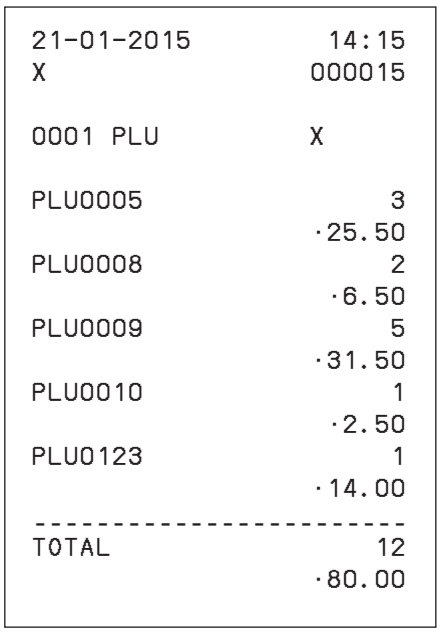
■ Periodic sales report

Apart from daily report, you can obtain periodic sales report. The register prints total sales data from the last periodic report. Namely, if you do this operation monthly, you can obtain monthly sales reports.

Step	Operation	Printout
1 While Mode switch is in X or Z position, enter **1** **0** from ten key pad and press [=] [CA/AMT/TEND] keys.	**1** **0** [=] [CA/AMT/TEND]	21-01-2015 16:15 Z 000001 0010 PERIODIC Z 0001 GROSS TOTAL 24 ·956.00 NET TOTAL No 21 ·1,027.15

■ PLU report

You can issue PLU sales report.

Step	Operation	Printout
1 While Mode switch is in X or Z position, press 1 and [= CA/AMT/TEND] keys. The Cash Register issues PLU sales report.	1 [= CA/AMT/TEND]	

```
21-01-2015          14:15
X                  000015

0001 PLU            X

PLU0005                3
                    ·25.50
PLU0008                2
                     ·6.50
PLU0009                5
                    ·31.50
PLU0010                1
                     ·2.50
PLU0123                1
                    ·14.00
------------------------
TOTAL                 12
                    ·80.00
```

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Receipt control

To save paper, you can stop receipt print and, even in the paper saving mode, the Cash Register is able to print the receipt of immediately preceding transaction.

To not print receipts

If you do not need to print out receipts, use the paper saving mode.

1 To set the Cash Register in paper saving mode, just press [PAPER SAVING] key.

The printer will not print any receipt.

NOTE
- Even in the paper saving mode, transactions are stored in the Cash Register and, you can print X or Z reports.
- To unset the paper saving mode, press [PAPER SAVING] key again.

To print receipts in paper saving mode

If you wish to issue a receipt in the paper saving mode, use post receipt feature.

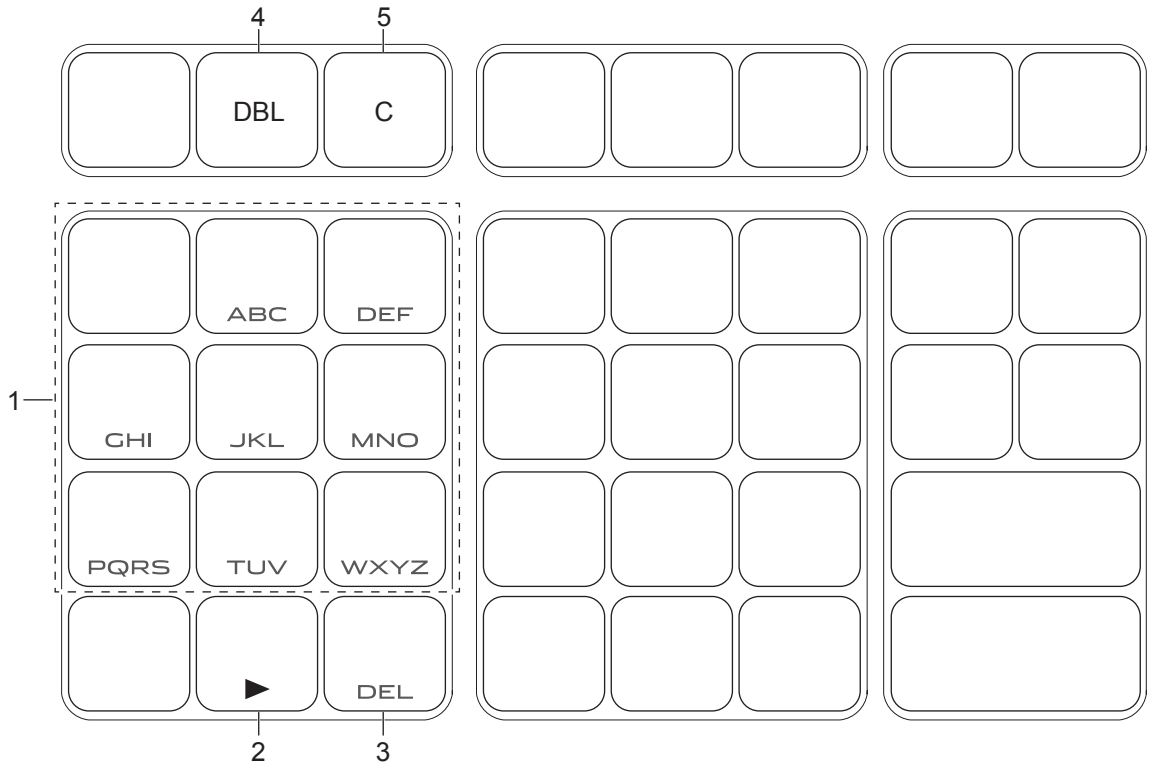
1 After the finalization of a transaction, press [POST RECEIPT] key. The receipt of the transaction is issued.

NOTE
- You can issue a receipt only for the immediately preceding transaction.

Character settings

Apart from the preprogrammed department or PLU names (see pages 37 and 40), you can attach names to departments and PLUs. The following clauses explain how to preset "FRUITS" to Dept. 10 and "ORANGE" to PLU 100.

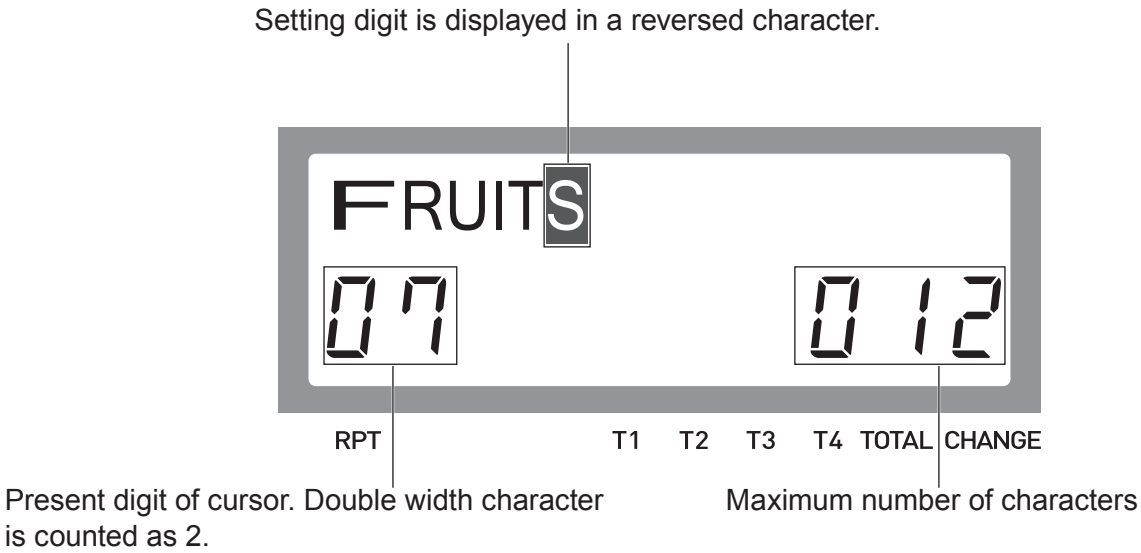
Character keyboard



1	Alphabet keys	Hitting one of those keys repeatedly changes characters in the order shown in the table below.
2	Right cursor key	Moves the cursor to the next digit.
3	DELETE key	Clears the last inputted character.
4	DBL key	Double size letter key. Assigns the next input character to be double-width character.
5	Clear key	Clears all the characters.

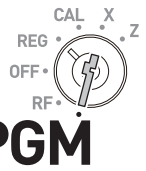
8	A → B → C → a → b → c → 8 → Ä → Å → Æ → Á → Â → À → Ã → Ç → â → ä → à → å → æ → á → ã → ç returns to the beginning
9	D → E → F → d → e → f → 9 → ﬂ → É → Ê → Ë → È → ð → é → ê → ë → è → ƒ returns to the beginning
4	G → H → I → g → h → i → 4 → Í → Î → Ï → I → Ì → Ï → Î → Ì → í → í returns to the beginning
5	J → K → L → j → k → l → 5 returns to the beginning
6	M → N → O → m → n → o → 6 → Ñ → Ö → ø → Ó → Ô → Ò → Õ → ñ → ô → ö → ò → ϕ → ó → õ returns to the beginning
1	P → Q → R → S → p → q → r → s → 1 → þ → Þ → ß returns to the beginning
2	T → U → V → t → u → v → 2 → TEL → Ü → Ú → Û → Ù → ü → û → ù → ú → µ returns to the beginning
3	W → X → Y → Z → w → x → y → z → 3 → ÿ → Ÿ → ý returns to the beginning
0	O
00	(Right cursor)
•	(Delete)
7	7 → @ → - → / → space → : → ! → ? → ~ → (→) → * → # → + → , → ^ → ; → < → = → > → $ → ¥ → % → & → [→] → ‘ → { → ¦ → } → • → “ → . → \ → _ → ` → £ → × → ¿ → ¡ → € → § returns to the beginning

Character setting display



To set characters to departments and PLUs

■ Setting characters to departments



Sample Operation

	Category name	
Dept. 10	FRUITS	Setting category name "FRUITS" to Dept. 10.

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to make the Register in the program mode.	2 SUB TOTAL	21-01-2015 14:40 P02 000012 FRUITS #10
2 Press Dept. key you wish to set to. In this example, Dept. 10.	10	
3 Press X/DATE TIME (DBL) key to assign the next character as double-width character.	X/DATE TIME (DBL) <Assigning double-width>	
4 Press 9 key three times for letter F.	9 9 9 <F>	
5 Press X/DATE TIME (DBL) key to release double-width assignment.	X/DATE TIME (DBL) <Releasing double-width>	
6 Press 1 key three times for letter R.	1 1 1 <R>	
7 Press 2 key twice for letter U.	2 2 <U>	
8 Set the rest of characters "ITS".	4 4 4 2 <I> <T> 1 1 1 1 <S>	
9 Press = CA/AMT TEND key to determine the setting. If you wish to set characters to another department, repeat steps 2 through 9.	= CA/AMT TEND	
10 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

NOTE

- Use · (DEL) key to delete the last inputted character. To clear all the characters of the department, press AC C key.
- If you wish to set characters using the same key, use 00 (right cursor) key to move the setting digit.
- To insert a space between characters, press 7 (-) key five times.

■ Registering an item to a character preset department

After a category name of a department is set, the Cash Register prints following receipt when an item is registered to the department.
After 1 0 00 10 [= CA/AMT TEND] operation in REG mode.

```
21-01-2015          14:42
REG                 000015

FRUITS              ·10.00
CASH              - 10.00
```

■ Setting characters to PLUs

Sample Operation

	Item name	
PLU100	APPLE	Setting item name “APPLE” to PLU100.

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 2 and [SUB TOTAL] keys to make the Register in the program mode.	2 [SUB TOTAL]	
2 Enter the PLU number you wish to set to and press [PLU] key.	1 0 0 [PLU]	
3 Press [AC C] key if you wish to clear present PLU name.	[AC C]	
4 Enter item name (APPLE in this example) using multi typing keyboard.	8 1 00 1 <A><P><►><P> 5 5 5 9 9 <L> <E>	
5 Press [= CA/AMT TEND] key to set the item name. Repeat steps 2 through 5 for other PLU items.	[= CA/AMT TEND]	
6 Press [SUB TOTAL] key to complete the setting.	[SUB TOTAL]	

```
21-01-2015          14:45
P02                 000013

APPLE               #0100
```

■ Registering character preset PLU items

After the above setting, the register prints the following receipt by the operation 1 0 0 PLU = CA/AMT TEND in REG mode.

```
21-01-2015          15:12
REG                 000018

APPLE                ·1.23
CASH               - 1.23
```

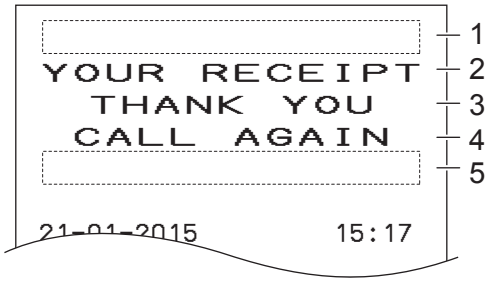
NOTE An error occurs if unit price is not set to the PLU number. See page 39 for setting PLU unit price.

Other character settings

You can also set clerk names and receipt messages.

■ Setting receipt message

There are five lines for receipt message as shown below.



1 Line No.1
2 Line No.2
3 Line No.3
4 Line No.4
5 Line No.5

You can set message line by line.

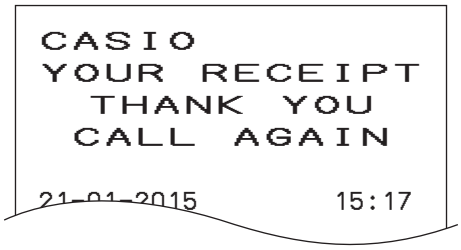
Sample Operation

Line No. 1	CASIO	Programming to print CASIO on top of the receipt.

Step	Operation
1 Turn the Mode switch to PGM position and press [2] and [SUB TOTAL] keys to make the Register in the program mode.	[2] [SUB TOTAL]
2 Enter the message number (in this example 1), and press [CH] key. The Register is set to program the first line of the receipt message.	[1] [CH]
3 Input message of the first line. In this example, CASIO.	[×/DATE TIME] [8] [8] [8] [00] [8] <DBL> <C> <▶><A> [1] [1] [1] [1] [4] [4] [4] <S> <I> [6] [6] [6] <O>
4 Press [= CA/AMT TEND] key to set the message of the first line. If you wish to set another line, repeat steps 2 through 4.	[= CA/AMT TEND]
5 Press [SUB TOTAL] key to complete the setting.	[SUB TOTAL]

■ Issuing receipts with preset message

After the above setting, the Cash Register issues the following receipts when transactions are made in REG mode.



■ Setting clerk name

You can set clerk name so that the Register prints the name of the clerk in charge.

NOTE To print clerk name, you must program to force clerk number entry. (See page 65)

Sample Operation

Clerk No. 1	MARY	Programming clerk No. 1 MARY.

Step	Operation
1 Turn the Mode switch to PGM position and press 2 and SUB TOTAL keys to make the Register in the program mode.	2 SUB TOTAL
2 Enter the clerk number you wish to set name. In this example 1. Then press %/CLK# key.	1 %/CLK#
3 Program the clerk name using multi typing keyboard.	6 8 1 1 1 <M><A> <R> 3 3 3 <Y>
4 Press =/CA/AMT/TEND key to set the name. If you wish to set another name, repeat steps 2 through 4.	=/CA/AMT/TEND
5 Press SUB TOTAL key to complete the setting.	SUB TOTAL

■ Printing clerk name on the receipt

After the above setting, the Cash Register issues the following receipt in REG mode when the clerk has signed on.

```
21-01-2015          14:20
REG  MARY           000014

DEPT02               ·3.50
DEPT03               ·5.25
CASH               -8.75
```

1 — REG MARY

1 Clerk name

NOTE To print clerk name, you must program to force clerk number entry by D3 of “Overall settings of Cash Register (Set code 0622)”. (page 65)

To link PLU items to departments

You can link PLU items to corresponding departments. For example, link PLU 100 (Apple) to Dept. 10 (Fruits).

■ Linking PLU items to departments

Sample Operation

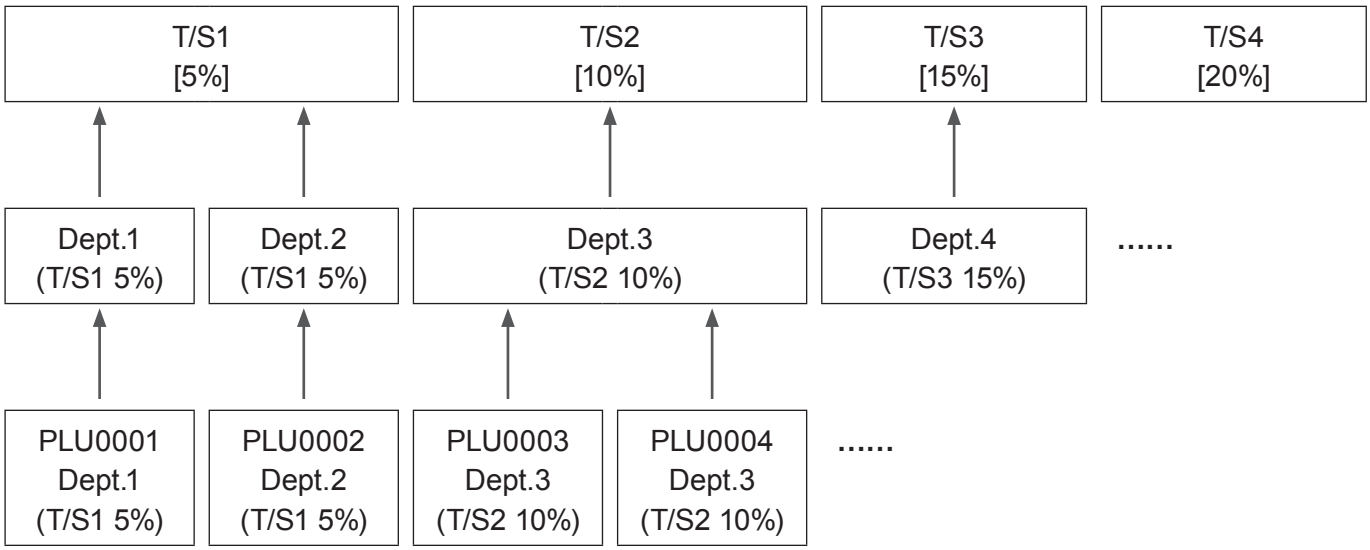
PLU No.	Linking Dept.	Linking PLU 100 to Dept. 10.
100	Dept. 10	

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 3 and SUB TOTAL keys to make the Register in the program mode.	3 SUB TOTAL	21-01-2015 16:20 P03 000022 APPLE #0100 10
2 Enter PLU No. you wish to link (100 in this example) and press PLU key.	1 0 0 PLU	
3 Enter Dept. number from ten key pad (10 in this example) and press = CA/AMT TEND key. Repeat steps 2 and 3 for other PLUs.	1 0 = CA/AMT TEND	
4 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

NOTE By default, all the PLUs are linked to Dept. 24.

■ About PLU tax status

Tax statuses of PLUs accord with the linked departments as shown below.



NOTE Please refer to “To preset taxable statuses to departments” (page 35) and “To set tax table” (page 70).

■ Registering PLU item linked to a department

When you register preset PLU item, linked department number is not printed on the receipt but it is categorized in the corresponding department.

Receipt

```
21-01-2015          15:17
REG                 000018

1 APPLE              ·1.23
CASH               - 1.23
```

1 PLU 100 with preset name linked to Dept. 10

X/Z Report

```
21-01-2015          11:30
X                   000002

0000 DAILY          X

DEPT09                   1
                    ·1.00
1 FRUITS                 1
                    ·1.23  2
DEPT11                   1
                    ·2.00
------------------------
GROSS TOTAL              2
                    ·3.00
```

1 Dept. 10 with preset name
2 PLU 100 item

Simple settings

■ Simple setting of key catch tones

You can set whether to sound key catch tones or not by simple programming.

Step	Operation
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys.	1 SUB TOTAL
2 Input 10800 from ten key pad and press SUB TOTAL key.	1 0 8 0 0 SUB TOTAL
3 Input 0 (sound key catch tones) or 1 (not sound key catch tones) and press = CA/AMT TEND key. The example on the right is for not sounding key catch tones.	1 = CA/AMT TEND

■ Simple setting of double height printing

By this setting, the Cash Register prints receipts with double height characters.

Step	Operation
1 While Mode switch is in PGM position, press 1 and SUB TOTAL keys.	1 SUB TOTAL
2 Input 10200 from ten key pad and press SUB TOTAL key.	1 0 2 0 0 SUB TOTAL
3 Input 0 (normal character height) or 1 (double character height) and press = CA/AMT TEND key. The example on the right is for setting double height characters.	1 = CA/AMT TEND

After the above setting, the Cash Register prints the following receipts in REG mode.

```
21-01-2015          09:40
REG                 000003

DEPT01               ·1.00
TOTAL               ·1.00
CASH                 ·1.00
```

Advanced programming

To program advanced features to departments

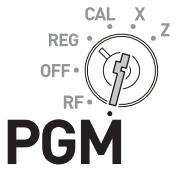
You can also program the following features to the departments.

Minus unit price registration: Unit price registered in the department is stored as minus value. It is useful for refunded items or returned bottles.

Maximum digit limitation: To prevent wrong unit price entry, you can set the maximum number of digit for numeral entry.

Single item transaction: This feature finalizes the transaction just by hitting a Dept. key for single item registration. You do not need to press [= CA/AMT TEND] key to finalize.

■ Advanced programming of Dept. keys



Sample Operation

	(A)	(B)	(C)	
Dept. 02	Normal Dept.	Maximum 4-digit entry	Single item transaction dept.	Programming Dept. 02 as normal (not negative price) Dept., 4-digit limitation, and single transaction Dept. Dept. 03 as minus price Dept., 5-digit limitation, normal (not single item) Dept.
Dept. 03	Minus Dept.	Maximum 5-digit entry	Normal dept.	

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 3 and [SUB TOTAL] keys to make the Register in the program mode.	3 [SUB TOTAL]	
2 Referring the set code list A, B, and C below, input the setting code. In this example, (A) 0 ; Normal dept., (B) 4 ; 4-digit limitation, and (C) 1 ; Single transaction. After then, press corresponding Dept. key.	0 4 1 [-2] (A) (B) (C)	
3 By the same manner, program the set code to Dept. 03 as (A) 1 ; Negative Dept., (B) 5 ; 5-digit limitation, and (C) 0 ; Not single transaction Dept.	1 5 0 [×3] (A) (B) (C)	
4 Press [SUB TOTAL] key to complete the setting.	[SUB TOTAL]	

```
21-01-2015          14:48
P03                 000014

DEPT02               #02
                     0041
DEPT03               #03
                     0150
```

	Set code	
(A)	Normal Dept.	0
	Negative unit price allowable	1
(B)	No digit limitation for unit price	0
	Maximum number of digit for unit prices (up to 8 digits)	1 to 8
	Prohibit manual unit price entry (only preset price is registrable)	9
(C)	Normal registration department	0
	Single item transaction department	1

* Default value of (A), (B), and (C) are “000”.

■ Single item transaction

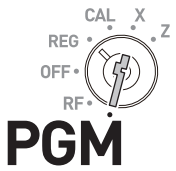
By presetting a Dept. key as single item transaction department, you can transact an item just by pressing the Dept. key without any transaction key.

NOTE Single item transaction feature is not effective if a unit price is not preset to the corresponding department key.

Step	Operation	Printout
1 Turn the Mode switch to REG position, just press a single item transaction Dept. key. In this example, Dept. 02.	-2	21-01-2015 17:20 REG 000026 DEPT02 ·3.50 CASH -3.50

To program advanced features of the function keys

The following operation sets [%/CLK#], [CH], [CR], [CHK/NS], and [=/CA/AMT/TEND] keys further features.



Step	Operation
1 Turn the Mode switch to PGM position and press **3** and [SUB TOTAL] keys.	**3** [SUB TOTAL]
2 Referring the following table, input the program code you wish to program. For example, to program [%/CLK#] key as %+ (premium) key, enter 0001.	□□□□ D4 D3 D2 D1
3 Press corresponding function key.	[%/CLK#], [CH], [CR], [CHK/NS], or [=/CA/AMT/TEND]
4 Press [SUB TOTAL] key to complete the setting.	[SUB TOTAL]

■ Programming [%/CLK#] key further functions

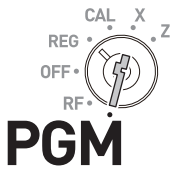
Description		Selection	Program code	Default value
D4	Always 0	0	**0**	0
D3	Always 0	0	**0**	0
D2	Round off, omit fraction, or round up?	Round off =0 Omit = 1 Round up = 2	**0**, **1** or **2**	0
D1	Use [%/CLK#] key as <%-> or <%+> key?	%- = 0 %+ = 1	**0** or **1**	0

■ Programming [CH], [CR], [CHK/NS], and [=/CA/AMT/TEND] keys further functions

Description			Selection	Program code	Default value
D4	Use Finnish rounding?	a	Yes = 1 No = 0	□* (a+b+c) Add a, b and c	Depend on the region
	Limit last 2 digits of numeral entry 00 or 50? (Only for [=/CA/AMT/TEND] key)	b	Yes = 2 No = 0		
	Limit the last digit of numeral entry 0 or 5? (Except [CH] and [CR] keys.)	c	Yes = 4 No = 0		
D3	Prohibit partial payment? (Except [CH] and [CR] keys.)		Yes = 1 No = 0	**0** or **1**	0
D2	Always 0		0	**0**	0
D1	Always 0		0	**0**	0

To program advanced features of the Cash Register

To program the advanced settings of the register, please follow the operations shown below.



Step	Operation
1 While Mode switch is in PGM position, press 3 and SUB TOTAL keys.	3 SUB TOTAL
2 Referring the following table, input the set code you wish to program and press SUB TOTAL key. For example, to program overall features of Register, input 0622	□□□□ SUB TOTAL (Set code)
3 Referring table of each program, input six-digit program code and press = CA/AMT TEND key.	□□□□□□ = CA/AMT TEND D6 D5 D4 D3 D2 D1 (Program code)
4 Press SUB TOTAL key to complete the setting.	SUB TOTAL

Set codes

Set code	Items to set	Set code	Items to set
0322	Tax related printings	1022	Operations in calculator mode
0422	Country-specific rounding and tax system	2022	Display control
0522	Print control	2322	Currency exchange rate setting
0622	Overall settings of the Register	2422	Euro settings
0822	Print control of X/Z reports		

■ Programming taxable item symbol printing (Set code: 0322)

Description			Selection	Program code	Default value
D6	Always 0		0	0	0
D5	Print T/S (tax symbol)?	a	Yes = 2 No = 0	0 or 2	0
D4	Print Australian GST message?	b	Yes = 4 No = 0	0 or 4	0
D3	Print TA1 on the receipt?	a	Yes = 1 No = 0	□* (a+b+c) Add a, b and c	0
	Print TA2 on the receipt?	b	Yes = 2 No = 0		
	Print TA3 on the receipt?	c	Yes = 4 No = 0		
D2	Print TA4 on the receipt?	a	Yes = 1 No = 0	□ (a+b) Add a and b	0
	Print VAT (inclusive tax) on receipts?	b	Print = 2 Not print = 0		
D1	Always 0		0	0	0

* Add a, b, and c. For example, to print TA1 (a= 1), TA2 (b=2), and TA3 (c = 4), D3 should be 7.

Programming example

To program Print T/S on receipts (D5 = 2)/Print TA1, TA2, and TA3 on receipts (D3 = 7)/Print TA4 on receipts, and print VAT (D2 = 3), operate as follows.

3 [SUB TOTAL] 0 3 2 2 [SUB TOTAL] 0 2 0 7 3 0 [= CA/AMT/TEND] [SUB TOTAL]

(Set code) (Set data)

■ Country-specific rounding and tax systems (Set code: 0422)

Description			Selection	Program code	Default value
D6 D5	Rounding system (see tables below) 00: No rounding 01: IF1 02: IF2 03: Denmark 04: Norway 05: Singapore 06: Finland 07: Australia 08: Canada 09: New Zealand (A) 10: New Zealand (B) 11: Malaysia 12: Czech 13: South Africa		00 to 13	0 0 to 1 3	Depend on the region
D4	Tax system 0: Single tax (1 to 4) 1: USA 2: Canada 3: Singapore		0 to 3	0 to 3	0
D3	Print invoice number on receipts?		Yes = 1 No = 0	0 or 1	0
D2	Always 0		0	0	0
D1	Display rounded value?	a	Yes = 1 No = 0	□ (a+b) Add a and b	0
	Allow [RA/MR] and [PO] amount only multiples of 0.05? (Australian model only)	b	Yes = 2 No = 0		0

Rounding systems for each country

IF 1 rounding	
Last digit of ST	Result
0 to 2	0
3 to 7	5
8 to 9	10

South African rounding	
Last digit of ST	Result
0 to 4	0
5 to 9	5

IF 2 rounding	
Last digit of ST	Result
0 to 4	0
5 to 9	10

New Zealander (A/B) rounding	
Last digit of ST/ CA CG	Result
0 to 4/5	0
5/6 to 9	10

Danish rounding	
Last 2 digits of ST/ CA CG	Result
00 to 24	00
25 to 74	50
75 to 99	100

Malaysian rounding	
Last digit of ST/ CA CG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Singaporean rounding	
Last digit of item, %- REG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Norwegian/Czech rounding	
Last digit of ST	Result
00 to 49	00
50 to 99	100

Finnish rounding	
Last digit of ST/ CA CG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Canadian rounding	
Last digit of ST/ CA CG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Australian rounding	
Last digit of ST/ CA CG	Result
0 to 2	0
3 to 7	5
8 to 9	10

Programming example

To program No rounding: (D6, D5 = 00)/Single tax system: (D4 = 0)/Print invoice No. on receipts: (D3 = 1)/D2 should be 0/Display rounded amount (D1 = 1), operate as follows.

3 [SUB TOTAL] 0 4 2 2 [SUB TOTAL] 0 0 0 1 0 1 [= CA/AMT/TEND] [SUB TOTAL]

(Set code) (Set data)

■ Programming print control (Set code: 0522)

Description			Selection	Program code	Default value
D6	Use receipt or journal?*	a	Receipt = 0 Journal = 1	□ (a+b+c) Add a, b and c	0
	Normal print or double length print on receipts?	b	Normal = 0 Tall = 2		
	Print total amount when finalized?	c	Yes = 4 No = 0		
D5	Print receipt message characters or graphic logo?		Character = 0 Graphic = 1	0 or 1	0
D4	Print the time on receipts?		Yes = 0 No = 4	0 or 4	0
D3	Print consecutive number on receipts?	a	Yes = 0 No = 1	□ (a+b+c) Add a, b and c	0
	Print total amount by SUB TOTAL key?	b	Yes = 2 No = 0		
	Print detailed items on journal?	c	Yes = 0 No = 4		
D2	Always 0		0	0	0
D1	Printing density Normal: 0, Dark: 1, Max. darkness: 2		0 to 2	0, 1 or 2	0

* See page 74 for simple journal setting.

Programming example

Using journal, Normal print width, Print total amount by subtotal key: (D6 = 1 + 0 + 4)/Character receipt message: (D5 = 0)/Print time on receipts: (D4 = 0)/Not print consecutive number, Print total amount by SUB TOTAL key (D3 = 1 + 2)/Print density: normal (D1 = 0), operate as follows.

3 SUB TOTAL 0 5 2 2 SUB TOTAL 5 0 0 3 0 0 = CA/AMT TEND SUB TOTAL

(Set code) (Set data)

■ Overall settings of Cash Register (Set code: 0622)

You can program the following features to the Cash Register.

(D6) Whether to sound key catch tone or not.

(D5) Whether to clear the key entry buffer when a receipt is issued.
Whether to reset the consecutive number after Z report.
Allow to finalize minus total amount.

(D4) Whether to show seconds on the display or not.

(D3) Whether to use 00 key as <00> or <000> key.
Whether to force clerk number entry before registrations.

(D2) Whether to use multi typing system or character code entry system (see page 47) for character settings.

(D1) Whether to store electronic journal (see page 78) and sales data in an SD card or not.

Description			Selection	Program code	Default value
D6	Sound key catch tone?		Yes = 0 No = 4	0 or 4	0
D5	Clear key entry buffer when issuing receipt?	a	Yes = 1 No = 0	□ (a+b+c) Add a, b and c	0
	Clear consecutive number after Z report?	b	Yes = 0 No = 2		
	Allow minus total finalization?	c	Yes = 4 No = 0		
D4	Show seconds on the display?		Yes = 1 No = 0	0 or 1	0
D3	Use 00 key as <000> key?	a	Yes = 1 No = 0	□ (a+b) Add a and b	0
	Force clerk number entry?	b	Yes = 2 No = 0		
D2	Character set method is multi typing or key code entry system?		Multi typing = 0 Key code = 2	0 or 2	0
D1	Store electronic journal and sales data in an SD card for X report?	a	Yes = 1 No = 0	□ (a+b) Add a and b	0
	Store electronic journal and sales data in an SD card for Z report?	b	Yes = 2 No = 0		

* Add a, b, and c. For example, to set clear key entry buffer: a = 1, not clearing consecutive number: b = 2, not allowing minus total finalization: c = 4. The set value for (B) is 1 + 2 + 4 = 7.

Programming example

Sound key catch tone: (D6 = 0)/Clear consecutive number, Allow minus total finalization (D5 = 1 + 2 + 4 = 7)/Show seconds on the display: (D4 = 1)/Not use 00 key as 000 key/Force clerk sign on (D3 = 2)/Character setting method is multi typing: (D2 = 0)/Store electronic journal and sales data in an SD for X report/Not storing electronic journal and sales data in an SD card for Z report (D1 = 1), operate as follows.

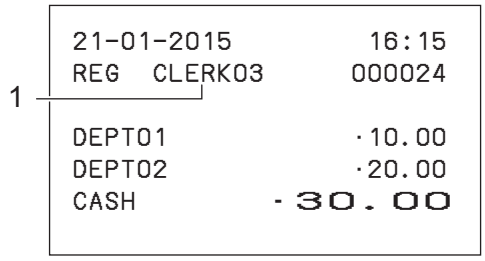
3 [SUB TOTAL] 0 6 2 2 [SUB TOTAL] 0 7 1 2 0 1 [= CA/AMT/TEND] [SUB TOTAL]

(Set code) (Set data)

Forcing clerk number entry

In the above program, if you set 2 or 3 to the set value of (D3), the Cash Register emits an alert and asks you to sign on when you operate the Cash Register without entering clerk number.

Clerk number or clerk name (see page 54) will be printed on receipts if clerk number entry is forced. You can use up to eight clerk numbers or names.



1 Clerk No.

■ Print controls of X/Z report (Set code: 0822)

Description			Selection	Program code	Default value
D6	Always 0		0	0	0
D5	Clear electronic journal after Z report?		Yes = 0 No = 1	0 or 1	0
D4	Print total refunded amount?		Yes = 0 No = 1	0 or 1	0
D3	Print zero amounts on reports?	a	Yes = 1 No = 0	□ (a+b) Add a and b	0
	Print GT (accumulated amount of the Register) on reports?	b	Yes = 0 No = 2		
D2	Print invoice numbers on receipts?		Yes = 4 No = 0	0 or 4	0
D1	Always 0		0	0	0

■ Calculator mode settings (Set code: 1022)

Description		Selection	Program code	Default value
D6	Always 0	0	0	0
D5	Always 0	0	0	0
D4	Always 0	0	0	0
D3	Always 0	0	0	0
D2	Always 0	0	0	0
D1	Open the drawer when [=] [CA/AMT/TEND] key is pressed?	Yes = 1 No = 0	□ (a+b+c) Add a, b and c	0
	Open the drawer when [CHK/NS] key is pressed?	Yes = 2 No = 0		
	Print number of [=] [CA/AMT/TEND] key depression on X/Z reports?	Yes = 0 No = 4		

■ Display control (Set code: 2022)

Description		Selection	Program code	Default value
D6	Display rear indicator?	Yes = 0 No = 1	0 or 1	0
D5	Always 0	0	0	0
D4	Always 0	0	0	0
D3	Light the illuminator?	Yes = 0 No = 1	0 or 1	0
D2	Illumination off timer. (00 to 59 minutes)		0 0 to 5 9	2 0
D1				

■ Exchange rate between local currency and Euro (Set code: 2322)

Description		Selection	Program code	Default value
D6 to D1	Exchange rate of main currency against sub currency. See set code 2422 for main and sub currency selection.	6-digit rate	Example 0 0 0 0 8 0	0 0 0 0 0 0

Program example

To program €1.00 = £0.80 when £ is main and € is sub currencies. Decimal point position is set in set code 2422, operate as follows.

3 [SUB TOTAL] 2 3 2 2 [SUB TOTAL] 0 0 0 0 8 0 [= CA/AMT/TEND] [SUB TOTAL]

(Set code) (Set data)

■ Euro settings (Set code: 2422)

Description			Selection	Program code	Default value
D6 D5	Rounding method of sub currency. 00: No rounding 01: IF1 02: IF2 03: Danish 04: Norwegian 05: Singaporean 06: Finnish 07: Australian 08: Canadian 09: New Zealand (A) 10: New Zealand (B) 11: Malaysian 12: Czech 13: South African		00 to 13	0 0 to 1 3	0 0
D4	Select mainly used currency. Local currency or Euro?	a	Local = 0 Euro = 1	□ (a+b) Add a and b	0
	Print subtotal amount in main currency only or both currencies?	b	Main = 0 Both = 2		
D3	Decimal position of exchange rate. e.g.) for 123. set 0, for 12.3 set 1, for 1.23, set 2.			0 to 6	0
D2	ADD mode. (Decimal point position) 123 = 0, 12.3 = 1, 1.23 = 2, 0.123 = 3			0 to 3	2
D1	Always 0		0	0	0

Program example

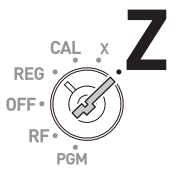
To program No rounding (D6, D5 = 00)/Main currency is local and currency symbol of subtotal is only local (D4 = 0+0)/Decimal position of exchange rate is second digit (D3 = 2)/Decimal point position is 2 (D2 = 2)/(D1 = 0), operate as follows.

3 [SUB TOTAL] 2 4 2 2 [SUB TOTAL] 0 0 0 2 2 0 [= CA/AMT/TEND] [SUB TOTAL]

(Set code) (Set data)

■ Quick Euro setup

The following operation programs Euro settings as follows in a lump.



Main currency symbol:	" € "
Symbol of main currency:	" • "
Main currency:	Euro
Exchange rate:	zero
Decimal position of exchange rate:	1st digit
Decimal point position:	3rd digit (0.00)

Step	Operation
1 Turn the Mode switch to Z position.	
2 Enter 01072002 from ten key pad and press [SUB TOTAL] key.	0 1 0 7 2 0 0 2 [SUB TOTAL]
3 Press [= CA/AMT TEND] key to complete the setting.	[= CA/AMT TEND]

Utilizing currency conversion feature

To transact in Euro

By using [PO] key, the register allows you to register items in the local currency and transact in Euro or vice versa. To set the currency rate between Euro and local currency, please see page 67.

Sample Operation

Item	Unit Price	•10.00	The Cash Register is programmed as €1.00 is •0.80, and main currency is local money. A •10.00 item is sold and the customer paid in Euro
	Quantity	1	
	Dept.	01	
Exchange rate		€1.00 = •0.80	
Payment	Cash	€20.00	

Step	Operation
1 Enter the item in local currency.	1 0 00 [+1]
2 Press [PO] key before entering tendered amount. The display indicates EURO.	[PO]
3 Press [SUB TOTAL] key to indicate the price in Euro.	[SUB TOTAL]
4 Press [PO] key before entering tendered amount.	[PO]
5 Enter the tendered amount in Euro. In this example, €20.00, and press [= CA/AMT TEND] key. The Cash Register displays and prints change amount in the local currency.	2 0 00 [= CA/AMT TEND]

Printout

```
21-01-2015          10:05
REG                 000006

DEPT01              ·10.00
TOTAL             - 10.00
EURO
CASH                €20.00
CASH              (·16.00)
CHANGE              ·6.00
```

Tax table

To set tax table

You can set four kinds of tax table. By this table, you can set tax rates, rounding system, and add-in or add-on tax systems.

NOTE The tax rates you have set in “To set the language (country), date, time, and tax rates” (pages 18 and 19) is replaced by the rate of this setting.

Sample Operation

Setting 7.0 percent tax rate, rounding off, and add-on tax to tax table 1.

Step	Operation
1 Turn the Mode switch to PGM position and press 3 and SUB TOTAL keys.	3 SUB TOTAL
2 Enter tax table number and press [TAX PGM] key. The example on the right is for assigning tax table 1.	1 [TAX PGM]
3 Enter the tax rate in the range from 0.0001 to 99.9999 and press = CA/AMT TEND key. The example on the right is for setting 7.0 %.	7 · 0 = CA/AMT TEND
4 Referring the tables below, enter rounding (A), add-in/add-on (B) codes, and press = CA/AMT TEND key. The example on the right is the code for rounding off, and add-on tax.	5 0 0 2 = CA/AMT TEND (A) (B)
5 Press SUB TOTAL key to complete the setting.	SUB TOTAL

Rounding system (A)		Add-in/Add-on (B)	
Cut off to 2 decimal places	0 0 0	No specifications	0
Round off to 2 decimal places	5 0 0	Add-on tax	2
Round up to 2 decimal places	9 0 0	Add-in tax (VAT)	3
		Tax on tax	4
		VAT on tax (Thai system)	6

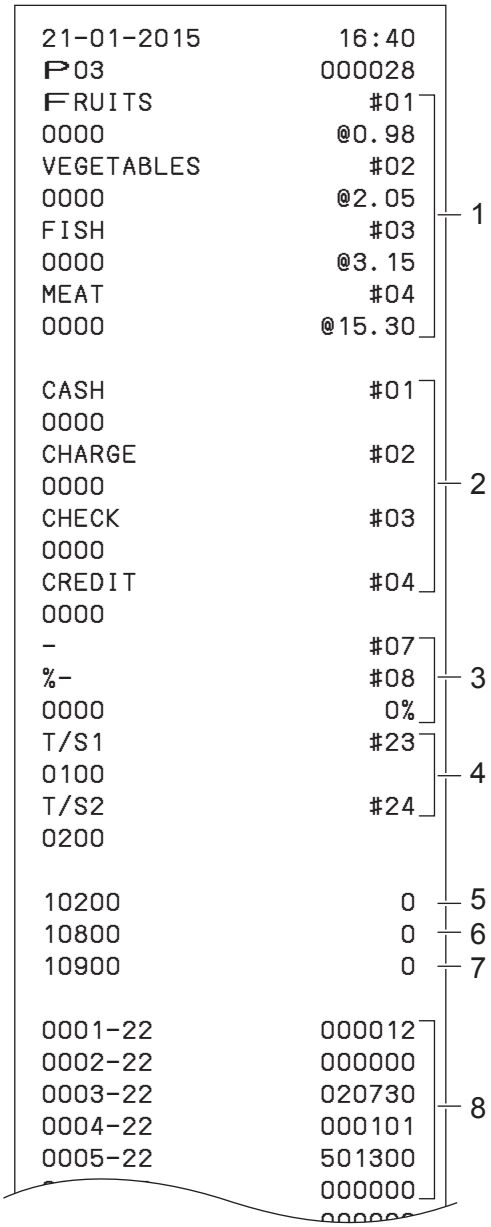
Printing programmed data

Checking your program

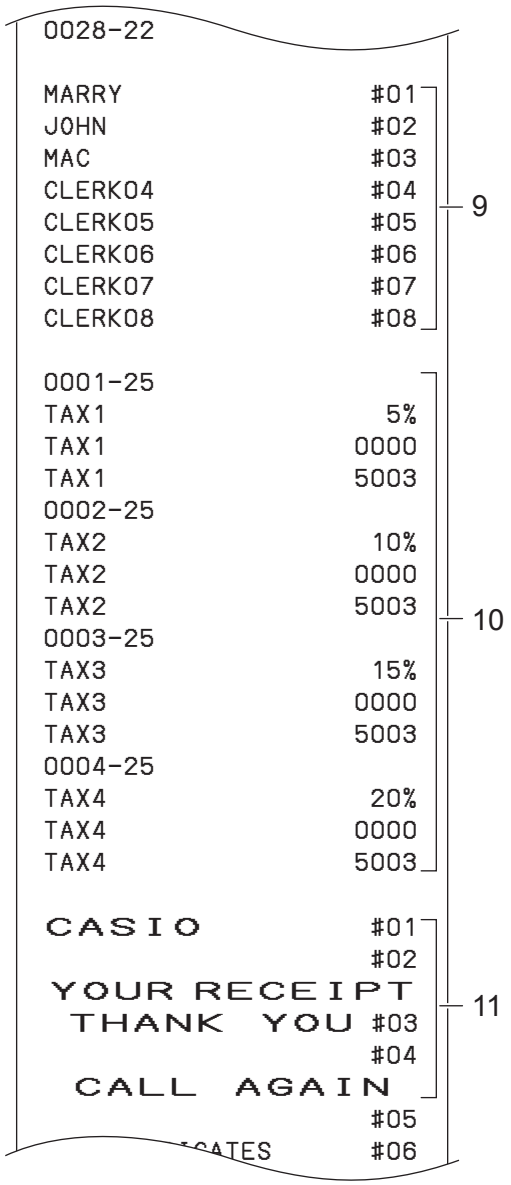
You can check programmed data you have set.

■ To check settings (other than PLU)

Step	Operation
1 Turn the Mode switch to PGM position and press SUB TOTAL key.	SUB TOTAL



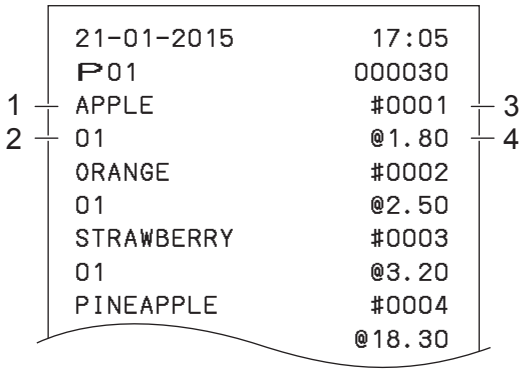
1 Dept. name and price
2 Transaction key setting
3 Reduction and discount settings
4 Tax shift settings
5 Receipt/Journal setting
6 Key catch tone setting
7 Storing in SD card setting
8 Set code and set data



9 Clerk names settings
10 Tax rate settings
11 Receipt message settings

■ To check PLU settings

Step	Operation
1 While Mode switch is in PGM position, enter **1** **0** and press SUB TOTAL key. Unit prices and item names preset to PLUs are printed.	**1** **0** SUB TOTAL



1 PLU item name
2 Linked Dept.
3 PLU No.
4 PLU unit price

To record business journal

To use journal paper

Instead of issuing receipts, you can roll the printouts of transactions on the take up reel so that you can use the printouts as business journal.

■ Programming to print business journal

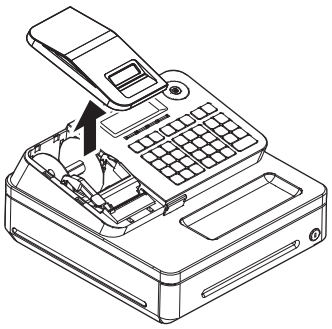
The following operations set the Cash Register to print business journal. By this setting, the printer omits receipt message, and the take up reel rolls the paper up.

Step	Operation	Printout
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys to make the Register in the program mode.	1 SUB TOTAL	21-01-2015 11:45 P01 000005 PRINTER JOURNAL
2 Press 1 and CH keys. The Register is set as journal printer.	1 CH	
3 Press SUB TOTAL key to complete the setting.	SUB TOTAL	

NOTE If you wish to resume receipt printing press 0 and CH keys in step 2.

■ Setting journal paper

1 Remove the printer cover by lifting it up.

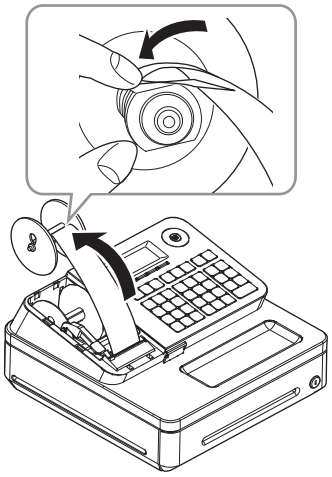


2 Press FEED key so that the paper is fed about 15 centimeters.

3 Remove the left side plate from the take up reel.

4 Clip the paper between the shaft and hook by rolling the paper from top of the hook.

5 Roll the reel a few turns so that it holds the paper securely. After then replace the left side plate.



6 Place the take up reel behind the printer. Be sure that the shaft of the reel is in the groove of the compartment. Press FEED key to reduce a slack of the paper. Make sure that the paper is rolled securely.

7 Replace the printer cover.

■ Compressed journal print

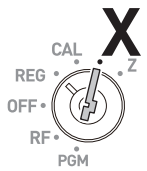
To save the paper, you can set the Register to print journals with compressed numbers and characters. To set compressed journal printing, press [PAPER SAVING] key while the Register is programmed to be journal printer.

```
21-01-2015              18:00
REG                    000027
DEPT01                 ·10.00
DEPT02                 ·20.00
DEPT03                 ·30.00
CASH                 -60.00
```

NOTE To resume normal journal printing, press [PAPER SAVING] key again.

Electronic journal

The Cash Register stores daily transactions in the memory and, you can call transactions in specific date.



■ To call business journal of specific date

Step	Operation	Printout
1 Turn the Mode switch to X position and press 5 8 and press [= CA/AMT TEND] keys.	5 8 [= CA/AMT TEND]	
2 Input the date you wish to call in order of DD/MM/YY and press [= CA/AMT TEND] key. The example on the right is January 21 2015. If you wish to obtain all the past sales data, just press [= CA/AMT TEND] key without entering date.	2 1 0 1 1 5 [= CA/AMT TEND] [= CA/AMT TEND]	
3 If you wish to call specific transaction, input consecutive number of the transaction. If not, press [= CA/AMT TEND] key. The Register prints transactions of the specific date.	[= CA/AMT TEND]	

```
21-01-2015          15:30
X                  000025

0058 EJ             X

21-01-2015          13:15
P01                000020
21-01-2015          13:18
X                  000021
0000 DAILY          X
21-01-2015          14:42
REG                000015
DEPT01               1.00
DEPT02               2.00
DEPT03               3.00
CASH               -6.00
21-01-2015          15:25
X                  000024
0000 DAILY          X
21-01-2015          15:30
X                  000025
0058 EJ             X
```

■ To clear electronic journal data

Perform the above operations in Z mode.

NOTE To save electronic journal data in an SD card, follow “Saving sales data and electronic journal data in an SD card” (page 78) first.

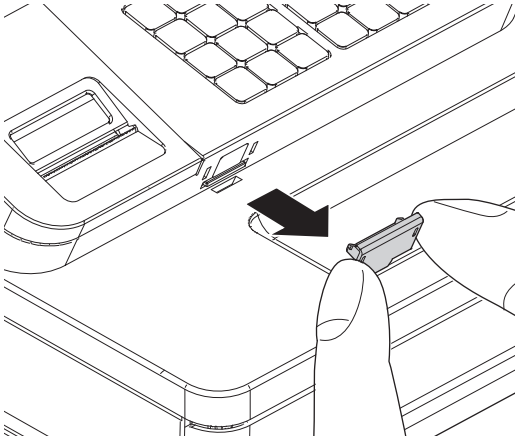
To utilize an SD card

To insert an SD card

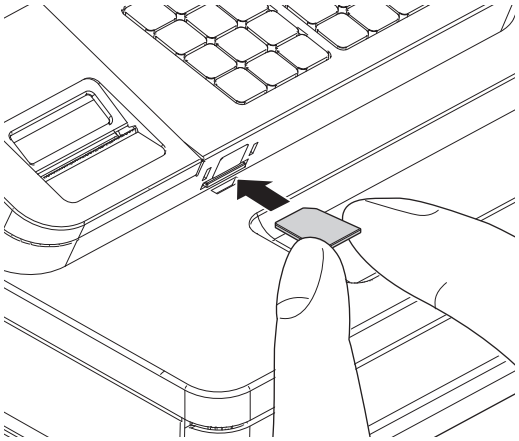
Important

- Insert the SD card in the direction so that the label of the card is facing upward.
- To extract the SD card, turn the Mode switch off and push the card once lightly. As the card will be popped out, pull it out.

1 Open the SD card compartment cover.



2 Insert an SD card all the way into the SD card slot.
Diagonally cut part should be right upper corner.



To save or recall data in or from SD card

■ Saving sales data and electronic journal data in an SD card

You can store X, Z, or electronic journal data in an SD card.

Step	Operation
1 Turn the Mode switch to PGM position and press 1 and SUB TOTAL keys.	1 SUB TOTAL
2 Enter 1 0 9 0 0 from ten key pad and press SUB TOTAL key.	1 0 9 0 0 SUB TOTAL
3 Input 1 , 2 or 3 key depending on the storing data press = CA/AMT TEND key after then. 0: Does not save in SD card 1: For X report 2: For Z report 3: For X and Z reports	1 , 2 or 3 = CA/AMT TEND
4 Issue the report you wish to store. After issuing, selected data is saved in the SD card. • Daily Z report • Periodic X report • Periodic Z report • PLU X report • PLU Z report	

■ To back up Cash Register settings

You can back up the set data you have programmed in an SD card.

Step	Operation
1 While Mode switch is in PGM position, press 7 and SUB TOTAL keys.	7 SUB TOTAL
2 Enter 4 1 1 4 keys from ten key pad and press SUB TOTAL key.	4 1 1 4 SUB TOTAL
3 Press = CA/AMT TEND key. After for a while, Cash Register prints “Data Backup Normal End”.	= CA/AMT TEND

Printout

```
21-01-2015          17:15
P07                 000010

---------(4114)---------
SD
Data Backup   Normal End
-------------------------
```

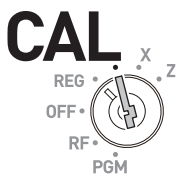
■ To restore backed up program data from SD card

Step	Operation	Printout
1 While Mode switch is in PGM position, press 7 and SUB TOTAL keys.	7 SUB TOTAL	
2 Enter 4 1 0 4 keys from ten key pad and press SUB TOTAL key.	4 1 0 4 SUB TOTAL	
3 Press = CA/AMT TEND key. After for a while, Cash Register prints “Data Restore Normal End”.	= CA/AMT TEND	21-01-2015 17:18 P07 000011 ---------(4104)--------- SD Data Restore Normal End ----------

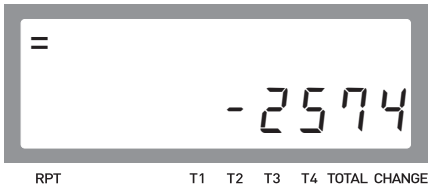
Calculator mode

To use Cash Register as a Calculator

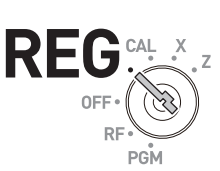
Using [+ 1], [– 2], [× 3], [÷ 4], [AC C], [RA/MR] and [= CA/AMT/TEND] keys, you can use the Cash Register as a Calculator. You can also use the calculator during registrations.

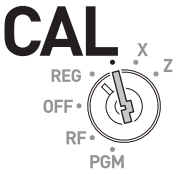


Example 1

Sample calculation	Operation	Display
5 + 3 – 2 =	5 [+ 1] 3 [– 2] 2 [= CA/AMT/TEND]	
(23 – 56) x 78 =	2 3 [– 2] 5 6 [× 3] 7 8 [= CA/AMT/TEND]	
12 percent on .1500	1 5 0 0 [× 3] 1 2 [%/CLK#]	

Example 2





Sample Operation

Item	Dept. 01	•12.50	Three customers consumed items totaled •36.75 and the customers split the charge.
	Dept. 02	•9.50	
	Dept. 03	•14.75	
Total amount		•36.75	
Number of customers		3	
Payment per person	Cash	•12.25	

Step	Operation	Printout
1 In REG mode, register the items. Display indicates total amount.	<Mode switch: REG> 1 2 5 0 +1 9 5 0 −2 1 4 7 5 ×3	
2 Turn the Mode switch to CAL position and press RA/MR key to recall the total amount.	<Mode switch: CAL> RA/MR	
3 Divide the total amount by three. The display shows the amount for each customer.	÷4 3 = CA/AMT/TEND	
4 Turn the Mode switch to REG position and finalize the transaction by recalling the charge per customer.	<Mode switch: REG> RA/MR = CA/AMT/TEND RA/MR = CA/AMT/TEND RA/MR = CA/AMT/TEND	21-01-2015 18:25 REG 000029 DEPT01 ·12.50 DEPT02 ·9.50 DEPT03 ·14.75 TOTAL -36.75 CASH ·12.25 CASH ·12.25 CASH ·12.25 CHANGE ·0.00

Specifications

Entry	10-key system; Buffer memory 8 keys (2-key roll over)
Main display	20 characters x 1 line 10-digit numeral x 1 line
Customer display	Amount 8 digits (zero suppression)
PRINTER	
Receipt/Journal	Thermal alpha-numeric system 24 digits, receipt on/off key
Paper roll	58 (W) x 80 (D) mm
Paper feed	Receipt or Journal
Print speed	10 lines/second max.
Listing capacity	
Amount	99999999
Quantity	9999.999
Tendered amount	9999999999
Percent	99.99
Tax rate	9999.9999
Numbers	9999999999
Chronological data	
Date print	Automatic date printout on receipt or journal, automatic calendar
Time print	Automatic time printout on receipt or journal, 24-hour system
Alarm	Key catch tone, error alarm
Memory protection battery	The effective service life of memory protection batteries (two new size AA manganese batteries) is approximately one year from installation into the machine.
Power supply/power consumption	See the rating plate.
Operation temperature	0˚C to 40˚C
Humidity	10 to 90%
Dimensions	180 mm (H) × 410 mm (W) × 450 mm (D) with medium size drawer. 167 mm (H) × 326 mm (W) × 345 mm (D) with small size drawer.
Weight	7.3 kg with medium size drawer 3.3 kg with small size drawer.
Accessories	Paper roll, Mode keys, Drawer key, Bill clip plate, Quick Start Guide

* Specifications and design are subject to change without notice.

Appendix

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Character code

Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code
Space	32	0	48	@	64	P	80	'	96	p	112	Ç	128
!	33	1	49	A	65	Q	81	a	97	q	113	ü	129
"	34	2	50	B	66	R	82	b	98	r	114	é	130
#	35	3	51	C	67	S	83	c	99	s	115	â	131
$	36	4	52	D	68	T	84	d	100	t	116	ä	132
%	37	5	53	E	69	U	85	e	101	u	117	à	133
&	38	6	54	F	70	V	86	f	102	v	118	å	134
'	39	7	55	G	71	W	87	g	103	w	119	ç	135
(	40	8	56	H	72	X	88	h	104	x	120	ê	136
)	41	9	57	I	73	Y	89	i	105	y	121	ë	137
*	42	:	58	J	74	Z	90	j	106	z	122	è	138
+	43	;	59	K	75	[	91	k	107	{	123	ï	139
,	44	<	60	L	76	\	92	l	108	|	124	î	140
-	45	=	61	M	77	]	93	m	109	}	125	ì	141
.	46	>	62	N	78	^	94	n	110	~	126	Ä	142
/	47	?	63	O	79	_	95	o	111		127	Å	143

Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code	Chara	Code
É	144	á	160	▒	176	└	192	ð	208	Ó	224	-	240
æ	145	í	161	▓	177	┴	193	Ð	209	ß	225	±	241
Æ	146	ó	162	▓	178	┬	194	Ê	210	Ô	226	_	242
ô	147	ú	163	|	179	├	195	Ë	211	Ò	227	3/4	243
ö	148	ñ	164	┤	180	─	196	È	212	õ	228	¶	244
ò	149	Ñ	165	Á	181	┼	197	€	213	Õ	229	§	245
û	150	ª	166	Â	182	ã	198	Í	214	µ	230	÷	246
ù	151	º	167	À	183	Ã	199	Î	215	þ	231	¸	247
ÿ	152	¿	168	©	184	└	200	Ï	216	Þ	232	°	248
Ö	153	®	169	┤	185	┌	201	┘	217	Ú	233	¨	249
Ü	154	¬	170	|	186	┴	202	┌	218	Û	234	•	250
ø	155	1/2	171	┐	187	┬	203	▉	219	Ù	235	1	251
£	156	1/4	172	┘	188	├	204	▄	220	ý	236	3	252
Ø	157	¡	173	¢	189	─	205	l	221	Ý	237	2	253
×	158	«	174	¥	190	┼	206	Ì	222	¯	238	▮	254
ƒ	159	»	175	ı	191	¤	207	▀	223	'	239	Double size	255

Error code

Error code	Guidance on the display	Cause	Solution
E001	Wrong mode	Mode switch position has been changed before finalization.	Return the Mode switch to its original setting and finalize the operation.
E008	Please sign on	Registration without entering a clerk number.	Input a clerk number.
E010	Close the platen arm	Platen arm is not closed.	Close the platen arm firmly.
E014	Paper end	There is no paper.	Insert paper.
E029	In the tender operation	Item registration is prohibited while partial tendering.	Finalize the transaction.
E046	REG buffer full	Register buffer is full.	Finalize the transaction.
E081	EJ Full	Electronic journal memory is full.	Print reset (Z) report of electronic journal.
E090	Totals remain in the memory	Totals not cleared at the end of the day.	Perform reset (Z) reporting.
E100	Insert SD	No SD card is inserted.	Insert an SD card.
E101	Illegal Format	SD card is not formatted correctly.	Format the SD card.
E102	File not found	There is no relevant file in the SD card.	Create the file in the SD card.
E103	SD memory full	No space in the SD card.	Create space in the SD card.
E104	Check the write protect switch	Write protect switch of the SD card is on.	Turn the write protect switch off.
E109	SD card Error End	SD card error	Format or replace the SD card.
E139	Negative balance is not allowed	The result of the transaction is minus.	Register properly

About sales data storage in an SD card

Storing sales data in an SD card depends on the setting of 10900 Saving sales data and electronic journal data in an SD card.

■ Totalizers to store sales data

The following files data are subject to be stored. Group range, department range, or flash report data will not be stored.

001	Fixed adder
002	Free function
004	PLU
005	Department
011	Clerk
020	Grand total

■ Folder and file names of stored sales data

<Folder name>

\CASIO\SES100\XZ\yyyy\mm\

yyyy: Year

mm: Month

<File name>

Xxxx_dda.CSV

X: Mode X or Z

xxx: 3-digit file number

dd: date

a: Identifier for the same file name

The first save of the day: none

The second save (in the same folder) of the day: A

The fourth save (in the same folder) of the day: B

〜

The 27th save (in the same folder) of the day: Z

The 28th save (in the same folder) of the day: Error (SD CARD FULL error)

<Example>

File names of lump X report

Issuing lump X report on March 13, 2015.

↓

↓ The following files are created.

↓

\CASIO\SES100\XZ\2015\03\X001_13.CSV

X002_13.CSV

X005_13.CSV

X011_13.CSV

↓

Issuing lump X report on the same day.

↓

\CASIO\SES100\XZ\2015\03\X001_13A.CSV (with the extension “A”)

X002_13A.CSV (ditto)

X005_13A.CSV (ditto)

X011_13A.CSV (ditto)

■ CSV file format of the sales data

Sales data are stored in the CSV format as described below.
Number of fields vary by the type of the totalizer.

```
"MACHINE          ", "MC#01          "
"MODE             ", "X     "
"Z COUNTER        ", "0000"
"DATE             ", "16-03-2015"
"TIME             ", "21:39"

"RECORD           ", "DESCRIPTOR     ", "QUANTITY/No          ", "AMOUNT       "
"0001", "GROSS    ", "0", "0.00"
"0002", "NET      ", "0", "0.00"
"0003", "CAID     ", "0", "0.00"
  ~                              ~
```

■ Folder and file names of electronic journal

<Folder name>

\CASIO\SES100\XZ

<File name>

EJddmmyy.TXT
EJ……Fixed
dd……Date
mm…Month
yy……Year

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CASIO

MA1501-A SES100*E